



REVISED City Council Regular Business Meeting Agenda
Thursday, June 4, 2015, 6:00 p.m.

COUNCIL MEETINGS
City Hall
Council Chambers
1st and 3rd
Thursdays at
6:00 P.M.

Tom Phillips
Mayor

Council Members:
Eric Delker
Tom Greteman
Erika Isley
Kyle Jackson
Jaki Livingston

Marketa Oliver
City Manager

Vacant
Finance Director

Jodi Eddleman
City Clerk

Dustin Huston
Fire Chief

Greg Staples
Police Chief

Tim Hoskins
Public Works Director

Nancy Kuehl
Parks & Recreation
Director

Wade Wagoner
Planning and
Economic
Development Director

Holly Sealine
Library Director

Jim Dougherty
City Attorney

1. Call to order at 6:00 p.m.
2. Approval of agenda.
3. Presentation(s) –
4. Welcome of guests and public comment.
(3 minute limit, no action)
5. Approve minutes –
May 21, 2015 regular council meeting.
6. Consent agenda.
 - a) Expenditures.
 - b) Tax abatements.
 - c) Street Closure(s) – Lakewood Days on June 20, 2015 and the parade, fireworks display and park activities on July 4, 2015.
 - d) Block Party – 600 block of Tangelo Circle on July 11, 2015 and 1300 block of Hunter Drive on June 13, 2015.
7. Consideration of proposed resolution adopting engineering agreement with Veenstra & Kimm for water system upgrades (Cedar Street 2015 Distribution System Upgrades).
8. Discussion and possible consideration of one, or more, readings of proposed ordinance related to outdoor consumption of alcoholic beverages.
9. Discussion and possible consideration of proposed ordinance amending the Municipal Code for the City of Norwalk to specify provisions for food trucks.
10. Consideration of the first, of three, readings of proposed ordinance amending Chapter 160 Residential Code, of the Code of Ordinances for the City of Norwalk, Iowa, by adopting the 2012 International Residential Code with amendments.
(revised version)
11. Consideration of proposed resolution adopting a change order policy.

12. Consideration of proposed resolution adopting National Interoperability Channels as set forth by Polk County Joint E911 Service Board and appointing representatives to the Board.
13. Second, of three, readings of proposed ordinance amending the Dobson Planned Unit Development. (removed from consent agenda and added to action items)
14. Discussion regarding library roof funding.
15. Update regarding NCIS project.
16. Council Inquiries and staff updates.
17. Adjournment.

MINUTES OF THE REGULAR NORWALK CITY COUNCIL MEETING ON 5-21-15
(unabridged version)

Mayor Phillips called the City Council meeting to order at 6:0 p.m. Present at roll call: Eric Delker, Erika Isley, Kyle Jackson and Jaki Livingston.
Absent: Tom Greteman (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, Deputy City Clerk (later sworn in as City Clerk); Tim Hoskins, Public Works Director; Dustin Huston, Fire Chief; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director and Luke Parris, City Planner.

Phillips noted item 6g, Approval of updated job descriptions for City Clerk and Finance Director and item 21, Discussion regarding library roof funding, are to be removed from the agenda. Item 6g was a duplicate item.

15-078 Isley moved Livingston seconded to approve **agenda** as amended. Voice vote carried unanimously.

Presentation(s)
There were none.

Welcome of Guests and Public Comment
Phillips welcomed those guests present. With no one present wishing to speak, the business portion of the meeting was opened.

15-079 Livingston moved Isley seconded to approve **minutes** of the May 7th regular council meeting. Voice vote carried unanimously.

Consent included **tax abatement** applications; **liquor license** renewals for Caseys General Store #3422 ; **Street closure** – Soap Box Derby on June 13, 2015; **Block Party** – 1400 – 1700 Parkhill Drive on June 2, 2015; **Approval** to begin RFP for audit services for the City of Norwalk for FY 15-16; **Purchase** of picnic tables for park \$6711.00 from grant awarded; **Receive** and file 13/14 audit for the City of Norwalk; Receive and file monthly department reports and treasurers report; **Third, and final reading of ordinance amending the Master plan and Rules, Regulation, and Guidelines for the Echo Valley Community Planned Unit Development as contained in Ordinance No. 03-08.**
And expenditures:

DAVIS EQUIPMENT	EQUIPMENT	\$58.89
DES MOINES WATER WORKS	DES MOINES WATER WORKS	\$29,592.76
DORISA SIMPSON	REFUND SWIM	\$30.00
EAGLE ENGRAVING INC	EAGLE ENGRAVING INC	\$15.20
ELECTRICAL ENGINEERING EXPENSE	BLDG MAINT	\$167.61
REDUCTION	PAYMENT FOR SERV	\$472.87
FAREWAY	SUPPLIES	\$99.50
FARMERS COOP	SUPPLIES	\$47.75
FIRE SERVICE TRAINING	FIRE SERVICE TRAINING BUREAU	\$25.00
FREEDOM TIRE	REPAIRS/SUPPLIES	\$577.80
G & L CLOTHING	CLOTHING ALLOW	\$501.82
GREGG YOUNG	REPAIR	\$1,620.41
GRIMES ASPHALT	GRIMES ASPHALT AND PAVING CO	\$452.60
HALLETT MATERIALS HARVEY'S	HALLETT MATERIALS	\$1,734.29
AUTOMOTIVE	REPAIR	\$1,108.57
INDIANOLA FIRE DEPT	BILLING	\$700.00
INDOFF INC	SUPPLIES	\$282.45
INTL CONSTRUCTION	EQUIPMENT	\$296.71
IOWA WINDOW	PAYMENT FOR SERV	\$85.00

SERVICE

KUEHL, NANCY	REIMBURSEMENT	\$216.63
LESLIE MAYNES	REFUND SWIM	\$60.00
LIVING MAGAZINE	NORWALK GUIDE	\$2,100.00
MCDANIEL		
CONSULTING	CONSULTING	\$200.00
MEDICAP		
PHARMACY	SUPPLIES	\$149.30
MENARDS	EQUIP/SUPPLIES	\$273.68
MERCY COLLEGE	EDU/TRAING	\$10.00
METRO WASTE		
AUTHORITY	COLLECTION COSTS	\$40,187.78
MID IOWA ASSOC.		
LOCAL	FY 15 16 DUES	\$577.67
MIDAMERICAN	MIDAMERICAN	
ENERGY	ENERGY	\$15,194.23
MIKE MYER		
SERVICES	NUISANCE	\$80.00
MUNICIPAL SUPPLY	MUNICIPAL SUPPLY	\$6,647.00
NICHOLS	NICHOLS EQUIPMENT	
EQUIPMENT LLC	LLC	\$318.00
NORTH WARREN		
TOWN	PUBLICATIONS	\$108.50
NORWALK		
HARDWARE &		
AUTO	SUPPLIES/REPAIR	\$594.31
NORWALK READY		
MIXED	CONCRETE	\$284.75
NORWALK SOCCER		
CLUB	REF	\$420.00
PARKER SIGNS &	PARKER SIGNS &	
GRAPHICS	GRAPHICS INC	\$3,033.00
PLASTIC		
RECYCLING	PICNIC TABLES	\$6,711.00
PURCHASE POWER	POSTAGE	\$1,077.63
REASONER'S		
GARAGE	REPAIRS	\$469.46
RED WING SHOE		
STORE	CLOTHING ALOW	\$204.00
REGISTER MEDIA	PUBLIC HEARING	\$368.68
SAMS CLUB	SUPPLIES	\$466.60
SCOTTS FOODS	SUPPLIES	\$185.65
TASER		
INTERNATIONAL	TASER INTERNATIONAL	\$180.76
TERMINIX	SERVICE AGREEMENT	
INTERNATIONAL	CHALL	\$462.00
THE GRAPHIC EDGE	THE GRAPHIC EDGE	\$232.14
TREASURER, CITY		
HALL	TREASURER, CITY HALL	\$76,973.90
USA BLUE BOOK	USA BLUE BOOK	\$36.39
VEENSTRA & KIMM		
INC.	NW TRUNK SEWER	\$22,553.54
VILLAGIO	MTG/	\$109.25
	WARNER PLASTICS &	
WARNER PLASTICS	LINERS INC	\$1,147.00
WARREN CO		
EXTENSION	BABYSITTING CLINIC	\$420.00

15-080 Livingston moved Jackson seconded to approve **consent**. RC vote passed unanimously.

Consideration of resolution adopting position descriptions, compensation for certain positions (City Clerk and Finance Officer) and a revised organizational chart and appointing a new City Clerk

15-081 Delker moved Livingston seconded to approve the **Resolution No. 0521-15-042** adopting position descriptions (City Clerk and Finance Officer), compensation for certain positions and a revised organizational chart. Mayor Phillips swore in Jodi Eddleman as new City Clerk. RC vote passed unanimously.

Discussion of possible action regarding request for urban chickens

Steve Austin, 2109 Windflower Drive, is requesting to be granted permission to raise 4 egg-laying hens for personal consumption. He likes the grown his own food and raising chickens is like growing his own garden. Backyard hens provide high quality eggs and they eat bugs. The waste from the chicken will enhance his compost pile. Urban chickens pose no greater health risks than cats and are not as noisy as dogs.

Livingston asked if he has talked to his neighbors and he said the ones he talked to all supported it. Livingston asked if his backyard was fenced. Austin said yes. Isley said he indicated his coop would be proportionate to size of other buildings and asked what that would be. He said four to six-square feet per chicken. Jackson asked if the nuisance code covered smell and Oliver said yes. Livingston asked if he talked to both neighbors on the side and behind him. He said he talked with the side neighbors but not the ones behind him. He has a very deep backyard and there would be quite a distance between.

Isley would like to consider an ordinance and thinks the information in the packet is going in the right direction. She would like to consider a setback. Dougherty has a copy of the ordinance from 2009. Jackson said he would be in favor of looking at it and is in favor of this request.

Parris said normal accessory structure is 5 feet from rear lot and 3 feet from side lot line and 25 feet from any other structure on a neighboring property. Dougherty said he would add a caveat that if council passed an ordinance, Mr. Austin would have to comply with it.

Isley would like the ordinance only to be for R1 districts. There was consensus to bring back an ordinance for council consideration.

15-082 Livingston moved to grant the request, subject to the restrictions noted and setbacks. Jackson seconded to grant request subject to the restrictions and setbacks for hen house. Roll call passed 3 to 1 with Delker voting nay.

Public Hearing regarding Planned Unit Development for Holland property.

Mayor Phillips opened the public hearing at 6:25 pm concerning Holland Planned Unit Development. Eddleman reported that no written or oral comments were received. With no public comment, Phillips closed the public hearing at 6:26 p.m.

Public Hearing adoption of the City of Norwalk 2014/2015 Budget amendment.

Mayor Phillips opened the public hearing at 6:27 pm concerning adoption of the City of Norwalk Budget Amendment for fiscal year 2014/2015. Eddleman reported that no written or oral comments were received. With no public comment, Phillips closed the public hearing at 6:27 p.m.

Consideration Resolution for Adopting the City of Norwalk Budget Amendment for fiscal year 2014/2015.

15-082 Livingston moved and Isley seconded to approve **Resolution No. 0521-15-043** adopting the City of Norwalk Budget Amendment for fiscal year 2014-2015. RC vote passed unanimously

Consideration of a resolution approving the Old School Plat 1 Preliminary Plat.

Parris said the Old School Plat 1 preliminary plat includes 7 single family lots and an out lot for future development. The plat is currently zoned R1. The parkland dedication has not been addressed yet but will be finalized before the final plat is approved.

Jackson asked if the new sewer lines would service School Avenue. Parris responded that the new sewer line goes along back of the lots. Livingston asked if there would be a sidewalk. Parris responded that yes there would be a 5 foot sidewalk that would meet standards. Livingston asked about the insufficient water pressure. Parris responded that the area is being upgraded to an 8 inch water main.

Hoskins will provide the council with the engineering agreement at the next council meeting. The bid letting will be near the end of July. Livingston asked the expected cost. Livingston asked

what the developer would contribute. Oliver responded that the cost is in the capital improvement plan and is between \$250 to 275,000. There is no cost to developer because existing lines are being replaced. Jackson asked if planning and zoning support the preliminary plat and Parris said yes.

15-083 Jackson moved and Isley seconded to approve **Resolution No. 0521-15-044** approving the Old School Plat 1 – Preliminary Plat. Roll call passed 3 to 1 with Livingston voting nay.

Presentation and Discussion regarding buffer yards.

Wagoner presented on buffer yards. The Council directed staff to review buffer yard requirements. Wagoner recommended following a table of buffer requirements that uses a planting multiplier if space is snug. Wagoner requests that council will consider instructing the planning and zoning commission make an amendment to the ordinance.

Isley asked if this could be changed in the zoning update. Jackson asked if the buffer would be enough. Wagoner stated that it would be satisfactory and that it is unrealistic to always have R1 zoning next to R2 zoning. This is the best possible solution to orderly growth of the community. Isley asked that the planning and zoning commission take a look at the buffer requirements.

Jim Dougherty left the meeting at 6:35 p.m.

Consideration of one or more readings of ordinance amending the Dobson Planned Unit Development.

Livingston asked about if the ditch will require large culvert or bridge. Hoskins responded that this addresses concerns on how affects the entire planned unit development but doesn't change the zoning. The buffer addresses the issue.

Isley asked about the phasing of the project. Jerry Oliver Civil Engineering Consultants addressed the council. Residential will be built in two sections connecting the street to the North. There is no timetable set but project would likely happen when commercial piece is developed. The Department Of Transportation would allow one access off the highway between Wright Road and Pine.

15-084 Delker moved Jackson seconded to approve **Ordinance 15-05** amending the master plan and rules, regulations and guidelines for the Dobson Planned Unit Development as contained in Ordinance No. 04-08. RC vote passed unanimously

Jackson moved and Delker seconded to waive the second and third reading. Motion failed with Isley voting nay. The second reading will appear on the June 4th meeting.

Consideration of resolution to enter into an agreement with Warren County concerning G14 Highway/North Avenue road project.

Oliver explained the agreement with Warren County would address the widening and resurfacing of G14 within the City limits of Norwalk. The City of Norwalk agrees to release a certain amount of TIF valuation, equal to that which was released last year, for the next two fiscal years, in exchange for the County doing the work on G14. The improvements would be to widen, repair and resurface G14 from R63 to 80th Street, both the area in the County and within the City limits. Work would take place later this summer

15-085 Livingston moved Delker seconded to approve **Resolution No. 0521-15-045** approving an agreement with Warren County for widening and resurfacing of G14 (North Avenue). RC vote passed unanimously

Consideration of resolution to enter into an agreement with the City of West Des Moines concerning construction of the S 8th Street/50th Avenue improvements.

15-086 Livingston moved Jackson seconded approve **Resolution No. 0521-15-046** approving a 28e agreement between the Cities of West Des Moines and Norwalk for the construction of S. 8th Street (West Des Moines) / 50th Avenue (Norwalk) Improvements. RC vote passed unanimously

Motion to remove possible consideration of resolution adopting updated personnel policies off the table.

15-087 Isley moved Delker seconded to remove off table. RC vote passed unanimously

Discussion and possible consideration of resolution adopting updated personnel policies.

Delker mentioned FMLA verbiage should be changed to rolling calendar year.

15-088 Livingston moved Delker seconded to approve **Resolution No. 0521-15-047** adopting the 2015 Employee Handbook personnel policy manual for the City of Norwalk as amended. RC vote passed unanimously

Discussion and possible action regarding temporary parking control associated with capital street construction projects.

Tim Hoskins said the temporary parking control during street construction projects ordinance will allow the police department opportunity to enforce nonresident to move a car.

Jackson has concerns about visitors of residents. Hoskins stated residents have been provided with passes for visitors and that none of the residents will have problems getting parking for themselves or visitors

15-089 Livingston moved Isley seconded to approve temporary parking control
RC vote passed unanimously

Livingston left meeting at 6:50 pm

Discussion regarding speed limit on Echo Valley Drive

Phillips stated that there had been a request to reduce the speed limit on Echo Valley Drive from 50 to 35. Oliver noted the property owner sent a letter to both Norwalk and Des Moines requesting the speed limit be lowered. Isley stated that she could see it be decreased to 45 but not 35. Jackson would like to hear why they want the speed limit changed. Hoskins stated that residents have concerns of possible accidents. The Police Chief said that speed trailer was placed on Echo Valley Drive last year and that data showed that cars were going the appropriate speed. The Chief believes that 35 is low and that the current speed limit is appropriate for what is occurring there.

Council would like more information from the requesting property owner.

Discussion regarding outdoor consumption and food trucks

Oliver said that there have recently been issues with outdoor consumption and with food trucks. The outdoor consumption stems from the confusion that it was thought in order for outdoor consumption to occur, a business had to have an outdoor service license. According to the Alcoholic Beverages Division, this is not the case. The ABD indicated that a license is not necessary for patrons to consume alcohol outside a bar. Additionally, regarding food trucks, there were a few in various places around Norwalk recently. Oliver had included the Des Moines' ordinance for council information.

Isley stated that Des Moines has identifies specific zones that allow food vendors on public streets. Jackson has concerns that the food trucks will navigate outside Des Moines and that the city needs to look at an ordinance to get ahead of any future issues.

Isley would like an ordinance that would consider exempting certain facilities from outdoor consumption considered. Council directed staff to work on crafting ordinances that would cover food truck and outdoor consumption.

Consideration of Change Order to NCIS Holly Street contract in the amount of \$7,621 for sidewalk replacement

15-090 Isley moved Delker seconded to approve **Resolution No. 0521-15-048** approving change order no. 1 for the Holly Drive reconstruction project with MPS Engineering PC. RC Vote carried unanimously

Reports

Sealine reports that the spring book sale is under way and will be put towards the "Raise the Roof" project. Summer read kickoff event will be held June 6th from 10 am to 2 pm.

Kuehl reports that soccer season is done and baseball practice began this week. The pool will be filled on weekend and will open when school gets out.

Huston said they are working on the upstairs and it is all framed and electrical nearly finished.

Staples attended Iowa Association of Chiefs of Police and won a \$1,300 AED for the department.

Hoskins said last night at the MWA meeting, they discussed the avian flu. The USDA, DNR presented a sales pitch for the diseased birds to be trucked and put into the landfill. There was a lot of debate over this and it came down to a vote with 10 agreeing and 3 opposing and 1 abstention. Hoskins said he voted no. He said the H5N2 virus is only two years old and no one could tell us how it has been migrating. No one can assure us it will not migrate to humans. The precautions they are taking look like

something from a science fiction moving. Everyone involved is dressed in hazardous materials. When trucks go into a site, they are decontaminated and once it is loaded, it is decontaminated again when it leaves. There is a very specific process to unload it when they get to Metro Waste. Since the meeting last night, there are some board members who want to revisit the discussion., We asked the USDA and DNR to issue a hold harmless. They were told the US Government does not do that. Hoskins thinks there should be some assurances. Jackson said he appreciate Hoskins position on it based on the information or lack of information available. Oliver noted that MWA has just gone through a lawsuit related to some construction materials that cost a great deal, and those materials were not as sensitive as these sick birds. Hoskins noted that when you belong to the landfill, you are bound to what goes into that landfill proportionately forever. Council requests City Manager to reach out to other Cities to have discussion regarding the liability.

Mayor reported that he, Delker, Oliver and Wagoner attended the Greater Des Moines partnership meeting in Washington, D.C. It was an excellent trip with great networking opportunities and meetings. He encourages anyone who can to attend.

15-091 Delker moved Jackson seconded to **adjourn** meeting at 7:19 p.m. RC Vote carried unanimously

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 6
For Meeting of 6.04.2015

ITEM TITLE: Consent Agenda

CONTACT PERSON: Marketa George Oliver, City Manager

Expenditures

This item is on the agenda for the approval of payment per the attached claims list.

Tax abatement(s)

The following tax abatement applications were submitted for approval; the paperwork is in order and I recommend approval for further processing.

Hubbell Homes, LC	725 Sawgrass Drive	New SFR	\$170,002
Hubbell Homes, LC	729 Sawgrass Drive	New SFR	\$170,002
KRM Development	9300 Echo Ridge Trail	New SFR	\$348,000
Orton Homes	102 W High Road	New SFR	\$200,000
R. Valentine	1009 Holly Drive	New SFR	\$136,000
R.M. Madden Construction	2871 Jaden Lane	New SFR	\$187,000
Orton Homes	401 Valencia Court	New SFR	\$294,729

Street Closure(s)

The following street closure applications were submitted for approval; the paperwork has been distributed, is in order and I recommend approval.

Lakewood Drive	June 20, 2015	Lakewood Days (9:00 am – 12:30 pm)
Cherry St, Elm Av, Lane Av, School St, Main St And North Av	July 4, 2015	4 th of July Parade (10:00 am – 11:30 am)

Block Party

The following block party application was submitted for approval; the paperwork has been distributed, is in order and I recommend approval.

Tangelo Circle	July 11, 2015	(5:00 pm – 10:00 pm)
Hunter Drive	June 13, 2015	(4:00 pm – 10:00 pm)

___ Resolution ___ Ordinance ___ Contract ___ Other (Specify) _____

Funding Source: _____ Budget _____

APPROVED FOR SUBMITTAL _____


Marketa Oliver, City Manager

STAFF RECOMMENDATION: Approve consent agenda on a roll call vote.

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003101	A+	LAWN AND LANDSCAPE				
I-201505291642		EQUIPMENT	187.63			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		EQUIPMENT		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	187.63
=== VENDOR TOTALS ===			187.63			
=====						
01-003576	ACME	ELECTRIC COMPANIES				
I-3396733		EQUIPMENT	86.62			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		EQUIPMENT		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	86.62
=== VENDOR TOTALS ===			86.62			
=====						
01-003400	ACQUIRE	MAGAZINE				
I-1077		ADVERTISING	475.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		ADVERTISING		001 5-599-2-6402	ADVERTISING & LEGAL PUBL	475.00
=== VENDOR TOTALS ===			475.00			
=====						
01-002090	AIA	CORPORATION				
I-1726704		CLOTHING ALLOW	53.75			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		CLOTHING ALLOW		001 5-150-1-6181	ALLOWANCES - UNIFORMS	53.75
=== VENDOR TOTALS ===			53.75			
=====						
01-002548	ALEX	LANDGREBE				
I-06042015		REIMBURSE	25.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REIMBURSE		001 5-499-1-6181	ALLOWANCES - UNIFORMS	25.00
=== VENDOR TOTALS ===			25.00			
=====						
01-001543	ALL	IOWA POOL				
I-164993		CHEMICALS	446.89			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		CHEMICALS		001 5-499-2-6501	CHEMICALS	446.89
=== VENDOR TOTALS ===			446.89			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002346	BARCO MUNICIPAL PRODUCTS					
I-215681		BARRICADES	664.61			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		BARRICADES		110 5-210-2-6417	STREET MAINTENANCE SUPPL	664.61
		=== VENDOR TOTALS ===	664.61			
=====						
01-003579	BARRACUDA NETWORKS					
I-1164548		SPAM FIREWALL	499.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SPAM FIREWALL		001 5-670-2-6490	CONSULTANT & PROFESSIONA	499.00
		=== VENDOR TOTALS ===	499.00			
=====						
01-000420	BEDWELL GARDENS					
I-201505291641		SUPPLIES	383.50			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-430-2-6310	BUILDING MAINTENANCE/REP	383.50
I-201505291643		IMPROVEMENTS	3,625.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		IMPROVEMENTS		110 5-210-3-6728	CAPITAL IMPROVEMENTS	3,625.00
		=== VENDOR TOTALS ===	4,008.50			
=====						
01-000147	CAPITAL SANITARY SUPPLIES					
I-185782		SUPPLIES	59.11			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-460-2-6504	MINOR EQUIPMENT	59.11
I-186452		SUPPLIES	37.20			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	7.44
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	7.44
		SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	14.88
		SUPPLIES		001 5-410-2-6507	OPERATING SUPPLIES	7.44
I-186452 C		SUPPLIES	541.92			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	83.02
		SUPPLIES		001 5-410-2-6507	OPERATING SUPPLIES	204.50
		SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	171.40
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	83.00

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000147	CAPITAL SANITARY SUPPLIES	(** CONTINUED **)					
=====							
I-186452B		SUPPLIES		54.24			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		SUPPLIES			110 5-210-2-6507	OPERATING SUPPLIES	10.85
		SUPPLIES			001 5-650-2-6507	OPERATING SUPPLIES	10.85
		SUPPLIES			001 5-410-2-6507	OPERATING SUPPLIES	10.85
		SUPPLIES			001 5-110-2-6507	OPERATING SUPPLIES	21.69
		=== VENDOR TOTALS ===		692.47			
=====							
01-005092	CONCENTRA MEDICAL CENTERS						
=====							
I-201505291644		TESTING		82.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		TESTING			001 5-299-2-6490	CONSULTANT & PROFESSIONA	41.00
		TESTING			110 5-210-2-6490	CONSULTANT & PROFESSIONA	41.00
		=== VENDOR TOTALS ===		82.00			
=====							
01-003217	CONTROLLED ACCESS OF THE MIDWE						
=====							
I-12044		SERVICE CALL		205.08			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		SERVICE CALL			110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	205.08
		=== VENDOR TOTALS ===		205.08			
=====							
01-003571	DEBBIE WHITE						
=====							
I-REFUND		REFUND		25.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		REFUND			001 5-430-2-6420	REFUNDS	25.00
		=== VENDOR TOTALS ===		25.00			
=====							
01-003353	DELAGÉ LANDEN						
=====							
I-45139334		LEASE AGREEMENT COPIERS		263.51			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		LEASE AGREEMENT COPIERS			001 5-599-2-6413	PAYMENT FOR SERVICES	87.84
		LEASE AGREEMENT COPIERS			001 5-410-2-6415	RENTS & LEASES	87.84
		LEASE AGREEMENT COPIERS			001 5-110-2-6415	RENTS & LEASES	87.83
=====							
I-45506916		LESÆE AGREEMENT		263.51			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		LESÆE AGREEMENT			001 5-599-2-6413	PAYMENT FOR SERVICES	87.84
		LESÆE AGREEMENT			001 5-110-2-6415	RENTS & LEASES	87.84
		LESÆE AGREEMENT			001 5-410-2-6415	RENTS & LEASES	87.83
		=== VENDOR TOTALS ===		527.02			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-005301	DORSEY & WHITNEY LLP					
I-3201816		LEGAL SERVICES	10,000.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		LEGAL SERVICES		001 5-640-2-6411	LEGAL SERVICES	10,000.00
		=== VENDOR TOTALS ===	10,000.00			
=====						
01-000846	ELECTRIC PUMP					
I-863074		EQUIPMENT	350.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		EQUIPMENT		610 5-815-2-6350	OPERATIONAL EQUIPMENT RE	350.00
		=== VENDOR TOTALS ===	350.00			
=====						
01-003572	EMILY STEVENS					
I-REFUND		REFUND	39.50			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REFUND		001 5-440-2-6420	REFUNDS	39.50
		=== VENDOR TOTALS ===	39.50			
=====						
01-001061	FED EX					
I-503815410		MAILING	5.63			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		MAILING		001 5-650-2-6508	POSTAGE AND SHIPPING	5.63
		=== VENDOR TOTALS ===	5.63			
=====						
01-000547	HEARTLAND TECHNOLOGY					
I-195248		LIBRARY WIRELESS	994.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		LIBRARY WIRELESS		001 5-410-2-6413	PAYMENT FOR SERVICES	994.00
		=== VENDOR TOTALS ===	994.00			
=====						
01-002710	ILLINOIS FIRE STORE					
I-34132		CAP IMPROVEMENTS	1,180.61			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		CAP IMPROVEMENTS		405 5-751-3-6730	CAPITAL IMPROVEMENT HOLL	1,180.61
I-34196		EQUIPMENT	240.57			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		EQUIPMENT		001 5-150-3-6727	CAPITAL EQUIPMENT	240.57
		=== VENDOR TOTALS ===	1,421.18			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000133	INDIANOLA FIRE DEPARTMENT					
I-15046		BILLING 57 INVOICE @ 35. EACH	1,995.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		BILLING 57 INVOICE @ 35. EACH		001 5-160-2-6413	PAYMENT FOR SERVICES	1,995.00
		=== VENDOR TOTALS ===	1,995.00			
=====						
01-000143	INDOFF INC					
I-2629440		SUPPLIES	36.71			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-170-2-6507	OPERATING SUPPLIES	1.11
		SUPPLIES		610 5-815-2-6507	OPERATING SUPPLIES	35.60
I-2632676		SUPPLIES	59.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-110-2-6413	PAYMENT FOR SERVICES	59.00
I-2633400		SUPPLIES	216.62			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-440-2-6506	OFFICE SUPPLIES	216.62
		=== VENDOR TOTALS ===	312.33			
=====						
01-000032	IOWA DEPT OF PUBLIC SAFETY					
I-APR 15 - JUNE 15		ONLINE WARRANTS	1,391.52			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		ONLINE WARRANTS		001 5-180-2-6413	PAYMENTS TO OTHER AGENCI	1,391.52
		=== VENDOR TOTALS ===	1,391.52			
=====						
01-003575	IOWA DNR FORESTRY					
I-6854		TREES	414.80			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		TREES		110 5-210-3-6728	CAPITAL IMPROVEMENTS	414.80
		=== VENDOR TOTALS ===	414.80			
=====						
01-001505	IOWA ONE CALL					
I-170231		ONE CALL LOCATES	496.10			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		ONE CALL LOCATES		600 5-810-2-6413	PAYMENT FOR SERVICES	496.10
		=== VENDOR TOTALS ===	496.10			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002671 JAMES OIL COMPANY LLC						
I-9461		DIESEL	7,338.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		DIESEL		110 5-210-2-6333	FUEL	7,338.00
=== VENDOR TOTALS ===			7,338.00			
=====						
01-003574 JENNIFER MILLARD						
I-REFUND		REFUND	25.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REFUND		001 5-430-2-6420	REFUNDS	25.00
=== VENDOR TOTALS ===			25.00			
=====						
01-001856 JEREMY BAKER						
I-JUNE 2015		REIMBURSEMENT/TRNG	9.54			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REIMBURSEMENT/TRNG		110 5-210-1-6230	EDUCATION AND TRAINING	9.54
=== VENDOR TOTALS ===			9.54			
=====						
01-003570 JUSTIN VOS						
I-REFUND		REFUND	25.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REFUND		001 5-430-2-6420	REFUNDS	25.00
=== VENDOR TOTALS ===			25.00			
=====						
01-000329 KABEL BUSINESS SERVICES						
I-201501146		HRA	3,685.21			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		HRA		113 5-660-1-6152	SELF FUNDING REIMBURSEME	3,685.21
=== VENDOR TOTALS ===			3,685.21			
=====						
01-005969 KOCH BROTHERS						
I-162277		COPIER CONTRACT LEASE	5,909.76			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		COPIER CONTRACT LEASE		001 5-650-2-6507	OPERATING SUPPLIES	1,969.92
		COPIER CONTRACT LEASE		001 5-150-2-6413	PAYMENT FOR SERVICES	1,969.92
		COPIER CONTRACT LEASE		600 5-811-2-6415	RENTS & LEASES	1,969.92

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-005969	KOCH BROTHERS	(** CONTINUED **)					
=====							
I-163716		RENEWAL CONTRACT	489.73				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		RENEWAL CONTRACT		001 5-599-2-6506	OFFICE SUPPLIES	489.73	
		=== VENDOR TOTALS ===	6,399.49				
=====							
01-001502	KUEHL, NANCY						
=====							
I-06042015		REIMBURSEMENT SUPPLIES	24.34				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		REIMBURSEMENT SUPPLIES		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	24.34	
		=== VENDOR TOTALS ===	24.34				
=====							
01-003337	LASER RESOURCES						
=====							
I-AR332786-AR335606		MAINTENANCE ON COPIER PD/LIBR	409.67				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		MAINTENANCE ON COPIER PD/LIBR		001 5-110-2-6413	PAYMENT FOR SERVICES	174.30	
		MAINTENANCE ON COPIER PD/LIBR		001 5-410-2-6413	PAYMENT FOR SERVICES	235.37	
=====							
I-AR332787 -AR335607		MAINTENANCE ON COPIER DEVELOP	90.38				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		MAINTENANCE ON COPIER DEVELOP		001 5-599-2-6413	PAYMENT FOR SERVICES	90.38	
		=== VENDOR TOTALS ===	500.05				
=====							
01-000893	LEHMER, GARY						
=====							
I-JUNE 2015		WATER CERT RENEW REIMB	60.00				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		WATER CERT RENEW REIMB		600 5-810-1-6230	EDUCATION AND TRAINING	60.00	
		=== VENDOR TOTALS ===	60.00				
=====							
01-001677	MCCLURE ENGINEERING CO						
=====							
I-9727		NCIS IMPROVEMENTS	10,400.00				
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N			
		NCIS IMPROVEMENTS		405 5-751-3-6491	CONSULT & PROF FEES WAKO	10,400.00	
		=== VENDOR TOTALS ===	10,400.00				

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001252	MEDIACOM					
I-201505291645		TELECOM	157.40			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		TELECOM		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	157.40
=== VENDOR TOTALS ===			157.40			
=====						
01-000644	MENARDS					
I-92591		SUPPLIES	72.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		610 5-815-2-6507	OPERATING SUPPLIES	72.00
I-92802		SUPPLIES	54.70			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		610 5-815-2-6507	OPERATING SUPPLIES	54.70
I-93464		SUPPLIES	6.45			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	6.45
=== VENDOR TOTALS ===			133.15			
=====						
01-005343	METRO WASTE AUTHORITY					
I-70005494		LARGE ITEM	750.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		LARGE ITEM		001 5-290-2-6404	COLLECTION COSTS	750.00
I-70005524		MONTHLY CURBIT	8,644.30			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		MONTHLY CURBIT		001 5-290-2-6404	COLLECTION COSTS	8,644.30
=== VENDOR TOTALS ===			9,394.30			
=====						
01-003573	MICHELLE KOPP					
I-REFUND		REFUND	46.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		REFUND		001 5-440-2-6420	REFUNDS	46.00
=== VENDOR TOTALS ===			46.00			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-001955 MIKE MYER SERVICES							
I-1626		NUISANCE		160.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		NUISANCE			001 5-599-2-6490	CONSULTANT & PROFESSIONA	160.00
I-1627		NUISANCE		60.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		NUISANCE			001 5-599-2-6490	CONSULTANT & PROFESSIONA	60.00
I-1628		NUISANCE		60.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		NUISANCE			001 5-599-2-6490	CONSULTANT & PROFESSIONA	60.00
I-1639		NUISANCE ORDER		320.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		NUISANCE ORDER			001 5-599-2-6490	CONSULTANT & PROFESSIONA	320.00
I-1640		NUISANCE ORDER		120.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		NUISANCE ORDER			001 5-599-2-6490	CONSULTANT & PROFESSIONA	120.00
		=== VENDOR TOTALS ===		720.00			
=====							
01-003561 MPS ENGINEERS PC							
I-HOLLY DR 2		ENG HOLLY DR CONST		439,673.68			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		ENG HOLLY DR CONST			405 5-751-3-6730	CAPITAL IMPROVEMENT HOLL	439,673.68
		=== VENDOR TOTALS ===		439,673.68			
=====							
01-000656 NORTH WARREN TOWN & COUNTY NEW							
I-05152015		ORD 1503		6.83			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		ORD 1503			001 5-650-2-6414	PRINTING & PUBLISHING EX	6.83
I-05222015		PUBLISH MIN 5/7/15		99.20			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		PUBLISH MIN 5/7/15			001 5-650-2-6414	PRINTING & PUBLISHING EX	99.20
I-51515		PUBLIC HRG 52115		74.40			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		PUBLIC HRG 52115			001 5-650-2-6490	CONSULTANT & PROFESSIONA	74.40
I-MAY 15 15		ORD 1501		6.83			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		ORD 1501			001 5-650-2-6414	PRINTING & PUBLISHING EX	6.83

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000656 NORTH WARREN TOWN & COUNTY NEW(** CONTINUED **)							
I-MAY1515		ORDINANCE 1502		6.43			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		ORDINANCE 1502			001 5-650-2-6402	ADVERTISING & LEGAL PUBL	6.43
=== VENDOR TOTALS ===				193.69			
=====							
01-000682 NORWALK COMMUNITY SCHOOLS							
I-7/1/14-6/30/15		28 E AGREEMENT SHARED SERV		25,000.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		28 E AGREEMENT SHARED SERV			001 5-670-2-6490	CONSULTANT & PROFESSIONA	25,000.00
=== VENDOR TOTALS ===				25,000.00			
=====							
01-002304 NORWALK FIRE DEPARTMENT							
I-15016		CPR CARDS		70.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		CPR CARDS			600 5-810-1-6230	EDUCATION AND TRAINING	20.00
		CPR CARDS			610 5-815-1-6230	EDUCATION AND TRAINING	20.00
		CPR CARDS			110 5-210-1-6230	EDUCATION AND TRAINING	30.00
=== VENDOR TOTALS ===				70.00			
=====							
01-000744 PEPSI-COLA GEN. BOTTLERS							
I-81490661		POOL CONCESSIONS		1,020.90			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		POOL CONCESSIONS			001 5-499-2-6503	MERCHANDISE FOR RE-SALE	1,020.90
=== VENDOR TOTALS ===				1,020.90			
=====							
01-002600 PITNEY BOWES							
I-2847622 MY15		LEASE		735.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		LEASE			001 5-650-2-6415	RENTS & LEASES	735.00
=== VENDOR TOTALS ===				735.00			
=====							
01-003418 ROCK N ROLLOFF LLC							
I-1229		30 YD DUMPSTER		348.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		30 YD DUMPSTER			001 5-150-3-6727	CAPITAL EQUIPMENT	348.00
=== VENDOR TOTALS ===				348.00			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-003568 SETH ZRUCKY							
I-JUNE 2015		IDNR CERT RENEWAL REIMBURSE		120.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		IDNR CERT RENEWAL REIMBURSE			600 5-810-1-6230	EDUCATION AND TRAINING	120.00
=== VENDOR TOTALS ===				120.00			
=====							
01-002922 SHIVE HATTERY INC							
I-41512102		CEDAR STREET		5,150.61			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		CEDAR STREET			360 5-750-3-6728	CAPITAL IMPROVEMENTS	5,150.61
=== VENDOR TOTALS ===				5,150.61			
=====							
01-001658 SPRINGER PEST SOLUTIONS							
I-428592		PEST CONTROL		68.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		PEST CONTROL			001 5-110-2-6310	BUILDING MAINTENANCE/REP	68.00
=== VENDOR TOTALS ===				68.00			
=====							
01-005848 STANDRIDGE GROUP							
I-13577		LOGO		144.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		LOGO			001 5-110-2-6413	PAYMENT FOR SERVICES	144.00
I-13607		BUSINESS CARDS		60.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		BUSINESS CARDS			001 5-599-2-6413	PAYMENT FOR SERVICES	60.00
=== VENDOR TOTALS ===				204.00			
=====							
01-002705 THE DES MOINES REGISTER							
I-060115 063015		SUBSCRIPTION		31.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015			1099: N		
		SUBSCRIPTION			001 5-650-1-6220	SUBSCRIPTIONS & EDUCATIO	31.00
=== VENDOR TOTALS ===				31.00			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003569	TK	CONCRETE				
=====						
I-WAKONDA		WAKONDA DR	81,393.85			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		WAKONDA DR		405 5-751-3-6729	CAPITAL IMPROVEMENT WAKO	81,393.85
		=== VENDOR TOTALS ===	81,393.85			
=====						
01-003259	UNITY POINT HEALTH	DES MOINES				
=====						
I-139191		HEARING TESTS	242.80			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		HEARING TESTS		110 5-210-2-6490	CONSULTANT & PROFESSIONA	242.80
		=== VENDOR TOTALS ===	242.80			
=====						
01-001005	UTILITY EQUIPMENT CO.					
=====						
I-20036127		SUPPLIES	223.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		SUPPLIES		600 5-810-2-6507	OPERATING SUPPLIES	223.00
		=== VENDOR TOTALS ===	223.00			
=====						
01-001052	VEENSTRA & KIMM	INC.				
=====						
I-142643		NW AREA TRUNK SEWER	1,500.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		NW AREA TRUNK SEWER		615 5-819-3-6728	CAPITAL IMPROVEMENTS	1,500.00
=====						
I-142653		NW TRUNK SEWER	4,502.55			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		NW TRUNK SEWER		615 5-819-3-6728	CAPITAL IMPROVEMENTS	4,502.55
=====						
I-14267014		LEGACY S DETENT POND	440.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		LEGACY S DETENT POND		001 5-599-2-6490	CONSULTANT & PROFESSIONA	440.00
=====						
I-14267014 2		LEGACY POND	400.10			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		LEGACY POND		001 5-599-2-6490	CONSULTANT & PROFESSIONA	400.10
=====						
I-14267017		VILLAGE RIDGE PRE PLAT	487.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		VILLAGE RIDGE PRE PLAT		001 5-599-2-6490	CONSULTANT & PROFESSIONA	487.00
=====						
I-14267018		NORWALK CITY PARK	968.35			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		NORWALK CITY PARK		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	968.35

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001052	VEENSTRA & KIMM INC.	(** CONTINUED **)				
I-14267019		OLD SCHOOL PLAT1	131.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		OLD SCHOOL PLAT1		001 5-599-2-6490	CONSULTANT & PROFESSIONA	131.00
I-14267020		ROL GREEN 5	328.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		ROL GREEN 5		001 5-599-2-6490	CONSULTANT & PROFESSIONA	328.00
I-142747		ORCHARD VIEW	852.98			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		ORCHARD VIEW		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	852.98
I-142786		GREENBELT	9,004.04			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		GREENBELT		740 5-865-3-6727	CAPITAL EQUIPMENT	9,004.04
		=== VENDOR TOTALS ===	18,614.02			
=====						
01-003228	VOORHEES TAEKWONDO LLC					
I-MAY 2015		TAEKWONDO	483.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		TAEKWONDO		001 5-440-2-6413	PAYMENT FOR SERVICES	483.00
		=== VENDOR TOTALS ===	483.00			
=====						
01-003459	WARREN WATER DISTRICT					
I-05262015		METER PIT 7986 S ORILLA	1,428.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		METER PIT 7986 S ORILLA		600 5-810-2-6413	PAYMENT FOR SERVICES	1,428.00
		=== VENDOR TOTALS ===	1,428.00			
=====						
01-003578	WINNERS CIRCLE					
I-49		PLAQUE	40.00			
6/04/2015	AP	DUE: 6/04/2015 DISC: 6/04/2015		1099: N		
		PLAQUE		003 5-114-3-6425	PUBLIC EDUCATION EXPENSE	40.00
		=== VENDOR TOTALS ===	40.00			
		=== PACKET TOTALS ===	639,355.66			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS 639,355.66

DEBIT MEMO TOTALS 0.00

CREDIT MEMO TOTALS 0.00

BATCH TOTALS 639,355.66

** G/L ACCOUNT TOTALS **

				=====LINE ITEM=====			=====GROUP BUDGET=====		
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
2014-2015	001-2020		ACCOUNTS PAYABLE	63,395.72-*					
	001-5-110-2-6310		BUILDING MAINTENANCE/REP	68.00	25,000	2,038.26			
	001-5-110-2-6413		PAYMENT FOR SERVICES	377.30	15,000	6,959.81			
	001-5-110-2-6415		RENTS & LEASES	175.67	4,000	1,792.00			
	001-5-110-2-6507		OPERATING SUPPLIES	207.97	17,000	9,624.22			
	001-5-150-1-6181		ALLOWANCES - UNIFORMS	53.75	5,500	377.67- Y			
	001-5-150-2-6413		PAYMENT FOR SERVICES	1,969.92	200	1,806.92- Y			
	001-5-150-3-6727		CAPITAL EQUIPMENT	588.57	5,000	2,313.40- Y			
	001-5-160-2-6413		PAYMENT FOR SERVICES	1,995.00	11,000	2,230.00- Y			
	001-5-170-2-6507		OPERATING SUPPLIES	1.11	200	465.99- Y			
	001-5-180-2-6413		PAYMENTS TO OTHER AGENCI	1,391.52	127,077	32,651.28- Y			
	001-5-290-2-6404		COLLECTION COSTS	9,394.30	419,000	1,871.19			
	001-5-299-2-6490		CONSULTANT & PROFESSIONA	41.00	600	499.00			
	001-5-410-2-6413		PAYMENT FOR SERVICES	1,229.37	18,000	4,967.40			
	001-5-410-2-6415		RENTS & LEASES	175.67	5,000	3,138.87			
	001-5-410-2-6507		OPERATING SUPPLIES	222.79	10,000	1,230.57- Y			
	001-5-430-2-6310		BUILDING MAINTENANCE/REP	383.50	5,000	3,484.39			
	001-5-430-2-6420		REFUNDS	75.00	150	60.00			
	001-5-440-2-6413		PAYMENT FOR SERVICES	483.00	40,000	11,436.55			
	001-5-440-2-6420		REFUNDS	85.50	3,000	1,777.20			
	001-5-440-2-6506		OFFICE SUPPLIES	216.62	800	486.73- Y			
	001-5-460-2-6350		OPERATIONAL EQUIPMENT RE	211.97	5,000	4,481.59- Y			
	001-5-460-2-6504		MINOR EQUIPMENT	59.11	3,000	2,131.26			
	001-5-499-1-6181		ALLOWANCES - UNIFORMS	25.00	625	152.46			
	001-5-499-2-6501		CHEMICALS	446.89	7,500	4,068.98			
	001-5-499-2-6503		MERCHANDISE FOR RE-SALE	1,020.90	12,500	4,893.89			
	001-5-599-2-6402		ADVERTISING & LEGAL PUBL	475.00	1,000	54.92- Y			
	001-5-599-2-6413		PAYMENT FOR SERVICES	326.06	3,000	357.13			
	001-5-599-2-6490		CONSULTANT & PROFESSIONA	2,506.10	59,000	3,789.73			
	001-5-599-2-6506		OFFICE SUPPLIES	489.73	1,400	1,070.74- Y			
	001-5-640-2-6411		LEGAL SERVICES	10,000.00	22,000	11,063.00			

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		001-5-650-1-6220	SUBSCRIPTIONS & EDUCATIO	31.00	575	134.01- Y		
		001-5-650-2-6373	TELECOMMUNICATIONS EXPEN	157.40	12,000	13,930.20- Y		
		001-5-650-2-6402	ADVERTISING & LEGAL PUBL	6.43	2,500	24.36		
		001-5-650-2-6414	PRINTING & PUBLISHING EX	112.86	7,000	5,719.37		
		001-5-650-2-6415	RENTS & LEASES	735.00	5,100	750.28- Y		
		001-5-650-2-6490	CONSULTANT & PROFESSIONA	74.40	9,000	3,486.15		
		001-5-650-2-6507	OPERATING SUPPLIES	2,077.68	3,000	796.99- Y		
		001-5-650-2-6508	POSTAGE AND SHIPPING	5.63	4,500	457.96		
		001-5-670-2-6490	CONSULTANT & PROFESSIONA	25,499.00	43,000	875.26- Y		
		003-2020	ACCOUNTS PAYABLE	40.00-*				
		003-5-114-3-6425	PUBLIC EDUCATION EXPENSE	40.00	0	4,614.25- Y		
		110-2020	ACCOUNTS PAYABLE	12,758.74-*				
		110-5-210-1-6230	EDUCATION AND TRAINING	39.54	2,500	1,255.46		
		110-5-210-2-6333	FUEL	7,338.00	90,000	12,294.55- Y		
		110-5-210-2-6350	OPERATIONAL EQUIPMENT RE	291.70	11,900	2,204.89- Y		
		110-5-210-2-6417	STREET MAINTENANCE SUPPL	664.61	75,000	590.37- Y		
		110-5-210-2-6490	CONSULTANT & PROFESSIONA	283.80	5,000	3,144.83		
		110-5-210-2-6507	OPERATING SUPPLIES	101.29	15,000	1,974.47		
		110-5-210-3-6728	CAPITAL IMPROVEMENTS	4,039.80	28,000	43,692.60- Y		
		113-2020	ACCOUNTS PAYABLE	3,685.21-*				
		113-5-660-1-6152	SELF FUNDING REIMBURSEME	3,685.21	78,000	46,729.29		
		360-2020	ACCTS PAYABLE	5,150.61-*				
		360-5-750-3-6728	CAPITAL IMPROVEMENTS	5,150.61	0	11,923.86- Y		
		405-2020	ACCOUNTS PAYABLE	532,648.14-*				
		405-5-751-3-6491	CONSULT & PROF FEES WAKO	10,400.00	179,507	152,807.00		
		405-5-751-3-6729	CAPITAL IMPROVEMENT WAKO	81,393.85	1,683,789	1602,395.15		
		405-5-751-3-6730	CAPITAL IMPROVEMENT HOLL	440,854.29	798,784	80,990.33		
		420-2020	ACCOUNTS PAYABLE	1,821.33-*				
		420-5-599-2-6407	ARCHITECTURE & ENGINEERI	1,821.33	0	12,391.78- Y		
		600-2020	ACCOUNTS PAYABLE	4,317.02-*				
		600-5-810-1-6230	EDUCATION AND TRAINING	200.00	1,000	222.00		
		600-5-810-2-6413	PAYMENT FOR SERVICES	1,924.10	20,078	5,168.69		
		600-5-810-2-6507	OPERATING SUPPLIES	223.00	55,000	18,374.50		
		600-5-811-2-6415	RENTS & LEASES	1,969.92	500	1,469.92- Y		
		610-2020	ACCOUNTS PAYABLE	532.30-*				
		610-5-815-1-6230	EDUCATION AND TRAINING	20.00	1,200	36.21		
		610-5-815-2-6350	OPERATIONAL EQUIPMENT RE	350.00	8,000	1,379.92		
		610-5-815-2-6507	OPERATING SUPPLIES	162.30	3,600	2,705.76		
		615-2020	ACCOUNTS PAYABLE	6,002.55-*				
		615-5-819-3-6728	CAPITAL IMPROVEMENTS	6,002.55	0	150,607.05- Y		
		740-2020	ACCOUNTS PAYABLE	9,004.04-*				
		740-5-865-3-6727	CAPITAL EQUIPMENT	9,004.04	3,500	51,932.67- Y		
		999-1300	DUE FROM 001-GENERAL FUN	63,395.72 *				
		999-1302	DUE FROM 003-T&A POLICE/	40.00 *				
		999-1303	DUE FROM 110-ROAD USE TA	12,758.74 *				

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		999-1317	DUE FROM 600-WATER FUND	4,317.02 *				
		999-1322	DUE FROM 615-CIP-SEWER P	6,002.55 *				
		999-1324	DUE FROM 740-STORM WATER	9,004.04 *				
		999-1331	DUE FROM 610-SEWER FUND	532.30 *				
		999-1341	DUE FROM -- 405 CIP Lake	532,648.14 *				
		999-1343	DUE FROM 113 T A SELF FU	3,685.21 *				
		999-1360	DUE FROM 360 COMM INFRAS	5,150.61 *				
		999-1405	DUE FROM 420 STORM WATER	1,821.33 *				
			** 2014-2015 YEAR TOTALS	639,355.66				

PACKET: 03271 COUNCIL 6/4/15

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	6/2015	63,395.72
003	6/2015	40.00
110	6/2015	12,758.74
113	6/2015	3,685.21
360	6/2015	5,150.61
405	6/2015	532,648.14
420	6/2015	1,821.33
600	6/2015	4,317.02
610	6/2015	532.30
615	6/2015	6,002.55
740	6/2015	9,004.04

NO ERRORS

NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 7
For Meeting of 6.04.2015

ITEM TITLE: Consideration of Resolution Approving a Professional Engineering Agreement for the Center Street 2015 Distribution System Upgrades (Cedar Street 2015 Distribution System Upgrades)

CONTACT PERSON: Tim Hoskins, Public Works Director

SUMMARY EXPLANATION: A significant amount of the water mains between North Avenue and Wright Road and between Cherry Street and Sunset Drive are of small diameter. These small pipes range from 2", 4", and 6" in diameter. This limits our ability to provide adequate fire protection with the lack of ability to provide volume. The existence of these small pipes impacts insurance rates as noted in our Insurance Service Organization (ISO) rating.

Several of the water mains in this area are made of a material called "Transite" a material consisting of asbestos and concrete and were popular during the 1940s and 1950s. Production was banned in the early 1970s by the EPA due to health concerns. Over time this product will also deteriorate and is very difficult to repair.

Due to the reasons above, staff has identified annual funding for the systemic replacement of these substandard water mains. Veenstra & Kimm have provided a professional engineering services agreement for this upcoming project.

 X Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____

Funding Source: Water Utility

APPROVED FOR SUBMITTAL _____


Marketa Oliver, City Manager

STAFF RECOMMENDATION: Approval of the resolution.

RESOLUTION NO. _____

**RESOLUTION APPROVING AN ENGINEERING AGREEMENT
FOR THE CENTER STREET 2015 DISTRIBUTION SYSTEM UPGRADES**

WHEREAS, the southernmost part of the community contains water mains that are substandard due to size and makeup; and

WHEREAS, Veenstra & Kimm Inc. have provide a professional engineering agreement to provide survey, design, plan development, bid assistance, and construction administration for this first of several such projects; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that approval is given to enter into a professional engineering agreement with Veenstra & Kimm Inc. to provide said services in the amount of \$54,900.

PASSED AND APPROVED, this 4th day of June, 2015

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___

AGREEMENT

NORWALK, IOWA 2015 WATER DISTRIBUTION SYSTEM UPGRADES PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by and between the **CITY OF NORWALK, IOWA**, hereinafter referred to as the **Owner** or **City**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, party of the second part, hereinafter referred to as the **Engineers**,

WITNESSETH, THAT WHEREAS, the City has prepared a Capital Improvement Plan that identifies old and undersized water mains in the original town area that are in need of replacement, and

WHEREAS, the City desires to construct the first phase of water distribution system upgrades identified in the plan, consisting of replacement of approximately 2,600 linear feet of water main along Elm Street, Center Street, Pine Street, and School Street, and

WHEREAS, the City desires to proceed with the design of the water main replacement referred to as **2015 Water Distribution System Upgrades**, or **Project**, and

WHEREAS, the City desires to retain the Engineers to provide design and construction engineering services on the Project, and

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that the City does hereby retain the Engineers to act for and represent it in engineering matters on the Project. Such agreement shall be subject to the following terms, conditions and stipulations, to wit:

1. **SCOPE OF PROJECT.** It is understood and agreed the Project shall include the following improvements:
 - a. Design of approximately 2,600 feet of water main replacement within the right-of-ways of Elm Street from Cherry Street to Center Street, Center Street from Elm Street to School Street, Pine Street from Center Street to Main Street, and School Street from Center Street to Main Street.
2. **DESIGN SURVEYS.** The Engineers shall undertake necessary topographic surveys for the design of the Project. The Engineers shall undertake sufficient survey to allow it to prepare easement plats and descriptions for the acquisition of the necessary temporary and permanent easements for construction of the Project.

3. **DESIGN CONFERENCES AND REPORTS.** The Engineers shall attend such design conferences with the City as may be necessary to make decisions as to the details of design of the Project. The Engineers shall make periodic progress reports to the City staff, as necessary.
4. **CONSULTATION ON DESIGN CONCEPT.** The Engineers during the course of the preliminary design shall consult with the City for a final determination of the design concept and location.
5. **PLANS AND SPECIFICATIONS.** The Engineers shall prepare such detailed plans and specifications as are reasonably necessary and desirable for construction of the Project. The specifications shall describe in detail the work to be done, materials to be used, and the location and extent of the construction required. Three (3) sets of final plans and specifications for each construction contract shall be submitted to the City.
6. **PLANS AND SPECIFICATIONS FOR BIDDERS.** The Engineers shall provide and distribute plans and specifications for bidders. In accordance with the provisions of the Code of Iowa the plans and specifications are to be provided and distributed to the bidders at no cost. In accordance with the provisions of the Code of Iowa the City shall reimburse the Engineers the actual cost for the plans and specifications and distribution thereof. The cost of plans and specifications and distribution of plans and specifications shall be in addition to the fees set forth herein for enumerated services.
7. **ESTIMATE OF COST.** The Engineers shall prepare an estimate of cost for the construction contract. The estimate of cost shall be based on the Engineers' best knowledge at the time of preparation of the estimate of cost. The Engineers shall not be responsible if the construction contract awarded for the Project varies from the Engineers' estimate of cost. The Engineers shall advise and assist the City, if necessary, in adjusting the scope and extent of the Project to allow the Project to be constructed within available budget limitations.
8. **ASSESSMENT PLATS AND SCHEDULES.** It is understood and agreed assessment plats and schedules shall not be a part of the services under this Agreement.
9. **EASEMENTS.** The Engineers shall identify and prepare the necessary easements for construction of the Project. Services for acquisition of easements is not included as a part of the services under this Agreement.
10. **PERMITS.** The Engineers shall assist the City in obtaining necessary permits for construction of the Project including the construction permit from the Iowa Department of Natural Resources. The City shall be responsible for the payment of permit fees.

11. **ADVERTISEMENT FOR BIDS.** The Engineers shall assist in the preparation of notice to bidders and shall provide plans and specifications for prospective bidders to approved contract plan rooms and other construction document depositories.
12. **BID OPENING AND AWARD OF CONTRACT.** The Engineers shall have a representative present when bids and proposals are opened for the construction contract, and shall prepare a tabulation of bids for the City and shall advise the City in making award of contract. After award of contract is made, the Engineers shall assist in the preparation of the necessary contract documents. During the bidding phase, the Engineers shall advise the City of the responsiveness of each proposal submitted. The Engineers shall not be responsible for advising the City as to the responsibility of any bidder.
13. **PRECONSTRUCTION CONFERENCE.** The Engineers shall conduct a preconstruction conference following award of the construction contract. Said conference to be attended by representatives of the City, the Engineers, the Contractor, and utility companies affected by the Project. At this conference a detailed construction schedule will be determined.
14. **GENERAL SERVICES DURING CONSTRUCTION.** The Engineers shall provide general services during construction including, but not limited to, the following:
 - a. Establishment of bench mark and/or base line to permit start of construction work.
 - b. Consult with and advise Owner.
 - c. Coordinate and provide work of testing laboratories for concrete and moisture density tests.
 - d. Assist in interpretation of plans and specifications.
 - e. Review drawings and data of manufacturers.
 - f. Process and certify payment estimates of the Contractor to Owner.
 - g. Prepare and process necessary change orders or modifications to the construction contract.
 - h. Make routine and special trips to the Project site as required.
 - i. Make final reviews after construction contracts are completed to determine that the construction complies with the plans and specifications and certify that the reviews were made and that to the best of the knowledge and belief of the Engineers, the work on the contracts has been substantially completed.

- j. Provide the City with one (1) reproducible set of plans showing final construction.

15. RESIDENT REVIEW AND CONSTRUCTION STAKING SERVICES.

The Engineers shall provide resident review and construction staking during construction including, but not limited to, the following:

- a. Provide construction staking as necessary to include the establishment of required benchmarks and baselines for locations, elevations and grades of construction.
- b. Provide resident review services understood to include the detailed observation and review of work of the Contractors and materials to assure compliance with the plans and specifications.
- c. The Engineers shall provide resident review services by assigning resident engineers and/or engineering technicians to the Project for such periods reasonably required to insure proper review of the construction work. On-site review shall take place on a regular basis during construction work on the Project.

16. FINAL REVIEW. The Engineers shall make a final review of the Project after construction is completed to determine the construction substantially complies with the plans and specifications. The Engineers shall certify the completion of the work to the City when construction substantially complies with the plans and specifications.

17. COMPENSATION. The City shall compensate the Engineers for their services by payment of the following fees:

- a. For services under this Agreement, a fee on the basis of the standard hourly fees for the time the Engineers' personnel are actually engaged in the performance of the work, plus direct out-of-pocket costs incurred by personnel who are actually engaged in the work, plus direct costs incurred by the Engineers for work associated with the Project.
- b. The total fee for design services as set forth in **2. DESIGN SURVEYS** through **12. BID OPENING AND AWARD OF CONTRACT** shall not exceed the sum of Twenty Four Thousand Nine Hundred Dollars (\$24,900).
- c. The total fee for engineering services during construction as set forth in **13. PRECONSTRUCTION CONFERENCE**, **14. GENERAL SERVICES DURING CONSTRUCTION**, and **16. FINAL REVIEW** shall not exceed the sum of Seven Thousand Five Hundred Dollars (\$7,500).

- d. The total fee for engineering services during construction as set forth in **15. RESIDENT REVIEW AND CONSTRUCTION STAKING SERVICES** shall not exceed the sum of Twenty Two Thousand Five Hundred Dollars (\$22,500). The fee for resident review services is based on a maximum of two hundred forty (240) hours of resident review based on standard hourly fees.
- e. The maximum fee for engineering services during construction shall be based on providing services during the original construction contract period provided to the construction contractor. Services set forth under the compensation level in this part of the Agreement shall not include services beyond the contract completion date. Services beyond the original contract completion date, whether extended by the City or beyond the completion date, shall be considered Extra Work.

18. PAYMENT. The fees shall be due and payable as follows:

- a. For design and preparation of the plans and specifications, and for easement preparation services, the fee shall be due and payable monthly.
- b. For general services during construction, resident review and final review, the fee shall be due and payable monthly.

19. LEGAL SERVICES. The City shall provide the services of the City Attorney in legal matters pertaining to the Project. The Engineers shall cooperate with said attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.

20. SERVICES NOT INCLUDED. The above-stated fees do not include compensation for the following items:

- a. If, after the plans and specifications are completed and approved by the City, the Engineers are required to change plans and specifications because of changes made by the City, the Engineers shall receive additional compensation for such changes which shall be based upon standard hourly fees plus expenses for personnel engaged in performance of the work associated with making the required changes.
- b. Services associated with easement acquisition or condemnation proceedings.
- c. Services associated with special assessments.
- d. Services associated with arbitration or litigation arising out of or in conjunction with the construction contract or construction contracts awarded by the City of Norwalk for construction of the Project.

- e. The Engineers shall determine the desirable location of any geotechnical investigation and soil borings required for design. The City shall contract for and provide the recommended geotechnical services and compensate the geotechnical consultant directly.

21. CHANGES AND EXTRA WORK. The above-stated fees cover the specific services as outlined in this Agreement. If the City requires additional services of the Engineers in connection with the Project, the Engineers shall receive additional compensation for changes which shall be based upon the standard hourly fees plus expenses of the personnel engaged in the performance of the work. The method of compensation for authorized Extra Work shall be mutually agreed upon between the City and Engineers at the time the work shall be authorized. Compensation for any easement services shall be based on the standard hourly fees of the Engineers plus expenses incurred.,

22. TIME OF COMPLETION. The Engineers shall complete the work outlined in this Agreement within a time mutually agreed upon by the City and Engineers. The tentative target dates for completion of the various elements of the Project are as follows:

- a. Design and preparation of the plans and specifications for the Project: September 30, 2015.

23. TERMINATION. Should the City abandon the Project or any element of the Project before the Engineers have completed their work, the Engineers shall be paid for the work and services performed to the date of termination of that portion of the Project. Prior to the termination of any element of the Project, the Engineers shall advise the City as to the cost-effectiveness of abandonment of the design at that point in time of that portion of the Project.

24. ASSISTANTS. It is understood and agreed that the employment of the Engineers by the City for the purposes aforesaid shall be exclusive, but the Engineers shall have the right to employ such assistants as they may deem proper in the performance of the work.

25. ASSIGNMENT. This Agreement and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto.

The undersigned do hereby covenant and state this Agreement is executed in duplicate as though each were an original and there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, nor have any of the above been implied by or for any party to this Agreement.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names on the date first written above.

CITY OF NORWALK, IOWA

ATTEST:

By _____
Mayor

By _____
City Clerk

VEENSTRA & KIMM, INC.

ATTEST:

By _____

By _____



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 8
For Meeting of 6.04.2015

ITEM TITLE: Discussion and possible consideration of an ordinance amending Chapter 45, Alcohol Consumption and Intoxication

CONTACT PERSON: Jim Dougherty, City Attorney
Greg Staples, Police Chief
Marketa George Oliver, City Manager

SUMMARY EXPLANATION:

It has recently come to light that the rules as promulgated by the Iowa Alcoholic Beverages Division (ABD) enable an establishment to sell beer and wine inside a bar and then permit patrons to carry the beer/wine outside and consume it there.

According to the ABD, a bar with a Class C Liquor License is allowed to sell beer, wine and liquor inside the bar; and let the beer and wine sold inside the bar go outside. Liquor sold inside is not allowed to go outside. This can all be done without an Outdoor Service license because they consider there to be no "service" outside. An Outdoor Service license through the ABD allows an establishment to sell/serve alcoholic beverages in an outdoor area if they provide: an application for outdoor service, signed by the City Council; a sketch of the outdoor area clearly showing boundaries of the area and its relationship to the licensed premises and an endorsement from the licensee's insurance company certifying that the dram shop insurance covers the outdoor service area.

The attached ordinance would close that loophole and require outdoor consumption be permitted only in designated areas, identified by fencing or other structures that substantially limit ingress or egress from public streets and the establishment's parking lot. It exempts special events with appropriate permits and golf courses.

____ Resolution X Ordinance ____ Contract ____ Other (Specify) ____

Funding Source: _____

APPROVED FOR SUBMITTAL _____

City Manager

STAFF RECOMMENDATION: This is a draft ordinance for council discussion and consideration.

ORDINANCE NO. ____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF NORWALK, IOWA, CHAPTER 45: ALCOHOL CONSUMPTION AND INTOXICATION**

BE IT ENACTED by the City of Norwalk, Iowa:

SECTION 1. SECTION ADDED. Section 45.02(3) is added to the Code of Ordinances of the City of Norwalk, Iowa, to read as follows:

3. Commercial establishments or individuals holding permits to sell or serve alcoholic beverages shall permit outdoor consumption of said beverages on their premises only within a designated area, identified by fencing or other structures that substantially limit ingress or egress from public streets and the establishment's parking lot. This provision does not release an establishment from responsibilities to have the appropriate permit from the Iowa Alcoholic Beverages Division to sell alcohol. Exemptions to this requirement include:

- a. special events with appropriate permits; and
- b. golf courses.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa the ____ day of _____, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. ____ on the ____ day of _____, 2015.

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 9
For Meeting of 6.04.2015

ITEM TITLE: Discussion and possible Consideration of an Ordinance regulating Food Trucks and other mobile vendors.

CONTACT PERSON: Wade R. Wagoner AICP LEED GA, Planning & Economic Development Director

SUMMARY EXPLANATION: The purpose of this ordinance is to govern the operation of mobile Food and other mobile vendors, including food trucks, food trailers, etc. A Mobile food vendor differs from a peddler (such as an ice cream truck, or the Schwann's man) in that the mobile food vendor parks the vehicle on public or private property for a period of time and does not move about like a peddler does.

Peddler's licenses would continue to be handled by the Police Department and Chapter 122.

This ordinance, proposed as Chapter 126, would be administered by the City Clerk, with a sign off on appropriate zoning coming from the Planning and Economic Development Department.

____ Resolution ___x___ Ordinance ____ Contract ____ Other (Specify) _____

Funding Source: _____ NA _____

APPROVED FOR SUBMITTAL _____


Marketa Oliver, City Manager

STAFF RECOMMENDATION: This is a discussion item with the possibility to take action.

Chapter 126

MOBILE FOOD VENDERS LICENSES

126.01 Purpose	126.09 Insurance
126.02 Definitions	126.10 Cash bonds
126.03 Mobile Vendor Zones	126.11 License issuance
126.04 Pilot Project	126.12 Appeal of denial
126.05 License Required	126.13 Transferability of license
126.06 Application for license	126.14 Suspension or revocation of license
126.07 Types of Licenses	126.15 General regulations
126.08 Situations not requiring a license	126.16 Municipal infractions and penalties.

126.01 PURPOSE. The purpose of this ordinance is to govern the operation of mobile food vendors, including food trucks, food trailers, etc. A mobile food vendor differs from a peddler (such as an ice cream truck, or the Schwann's man) in that the mobile food vendor parks the vehicle on public or private property for a period of time and does not move about.

126.02 DEFINITIONS. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

1. *Certified food protection manager* is a person who holds an active certified food protection manager certificate from a program approved by the National Conference for Food Protection.
2. *Food service establishment* shall have that meaning established by § 481-30.2 of the Iowa Administrative Code.
3. *Mobile vender* means a person engaged in the business of selling food or beverages from a mobile vender vehicle or trailer.
4. *Mobile vender vehicle* means a motorized vehicle or trailer used for the sale of food or beverages for immediate consumption.
5. *Restaurant* means a food service establishment which derives at least 50 percent of its gross receipts from the sale of food for immediate consumption on the premises.

126.03 MOBILE VENDER ZONES. Subject to the requirements of this article, a mobile vender license is only valid for the sale of food or beverages for immediate consumption from a mobile vender vehicle lawfully parked in any commercial or industrially zoned and used property, or in any city park or city right-of-way.

126.04 PILOT PROJECT—TRANSITIONAL PROVISIONS. This article is being adopted as a pilot project for a limited duration, after which the city council will determine whether to repeal this article, or to repeal the transitional provisions under this section and make any other changes to this article as may be appropriate in light of the lessons learned during the pilot project.

Notwithstanding anything in this article to the contrary, the following provisions shall be controlling during the pilot project:

1. All mobile vender licenses shall expire on October 31, 2015. No mobile vender license shall be issued for any term extending or commencing after October 31, 2015.
2. The regulations set forth in this article are subject to change at any time.
3. If the city council determines by resolution at any time that the number of licensed mobile venders exceed that number that can be reasonably accommodated by the mobile vender zones it may direct the city clerk to immediately cease issuance of new mobile vender licenses. In that event the city clerk shall maintain a list of applicants who have filed a mobile vender license application which could not be granted because of such restriction, and the date and time at which each such application was received.

126.05 LICENSE REQUIRED. Every mobile vender shall, before offering for sale any food or beverages in the city, obtain a license for their sale from the city clerk as provided in this article. A mobile vender license authorizes the operation of a mobile vender vehicle upon the public streets within the mobile vender zones, subject to the regulations set forth in this article. A separate mobile vender license shall be required for each mobile vending vehicle.

126.06 APPLICATION FOR LICENSE. Every mobile vender shall apply to the city clerk for a mobile vender license at least three business days prior to use by providing the following information upon a form to be provided by the city clerk, and paying the application fee in the amount set in the schedule of fees adopted by the city council by resolution:

1. The full name, age, permanent address and phone number of the applicant.
2. The business name and address.
3. A detailed site plan showing a drawing of the property to be set up on and the hard surfaced location in which the vendor will park, description of the motorized vehicle or trailer from which the sale will be conducted, including the license plate number, and the length of the motorized vehicle or the trailer and tow vehicle. Three (3) parking spaces must be provided and cannot take away required parking from the host business. Vendors must not locate in the area by the street designated as set back areas nor in drive approaches or fire lanes. The sales area must not exceed 1000 sq. feet in total area and must not be longer than 50 feet on any side. The sales area must be designated on the site plan and must be set up in the same location every day. Vendor or host property must provide a restroom within 500 feet of the sales area for customers and people who are working.
4. The location must be in an area zoned for commercial or industrial use— you cannot be on a property with a house.
5. A summary of the cuisine of food to be sold.
6. The period of time the applicant has been engaged in the same or similar business, and the jurisdictions in which the applicant has previously conducted business in the last year.

7. The application must be accompanied by a copy of a retail sales tax permit issued to the applicant by the Iowa Department of Revenue.
8. If the mobile vender sells food or beverages other than prepackaged items that do not require hot or cold handling procedures, then the application shall also contain the following:
 - a. A copy of the mobile food unit license issued by the Iowa Department of Inspections and Appeals for the mobile vender vehicle.
 - b. A copy of the appropriate food establishment license issued by the Iowa Department of Inspection and Appeals for any commissary kitchen or other premises where food is prepared for sale from the mobile vender vehicle, and the name and contact information for the individual or business responsible for the operation of such kitchen or premises.
 - c. The name of one or more certified food protection managers employed by the business and a copy of their current certification as a certified food protection manager.
 - d. The addresses of the businesses or facilities at which any fat, oil or grease generated in the operation of the mobile vender business are disposed of, including the contact information for the individual or business responsible for the operation of each such business or facility. Any change in the businesses or facilities used for the disposal of such fat, oil and grease shall be reported to the city clerk in writing by the mobile vender within three business days of the first use of a the new business or facility.
9. The location where the mobile vender vehicle will be regularly parked when not in use.
10. Evidence of liability insurance for operation of the mobile vender vehicle, or the tow vehicle if the mobile vender vehicle is a trailer.

A mobile vender shall notify the city clerk in writing of any change to the information provided pursuant to subsection a, above, within five business days of such change.

126.07 TYPES OF LICENSES:

1. Three-day license
The cost for the license is \$50. A property cannot be used for a three day license unless there is a break of 10 days between permitted uses.
2. Thirty-day license
The cost for the license is \$100 if you are not selling food.
The cost for the license is \$150 if you are selling food.
You may renew the license for the same period of time.
3. Once a week license
The cost for the license is \$100 if you are not selling food.
The cost for the license is \$150 if you are selling food.

4. Twice a week license
The cost for the license is \$200 if you are not selling food.
The cost for the license is \$250 if you are selling food.
5. Annual license
The cost for the license is \$500 if you are not selling food.
The cost for the license is \$600 if you are selling food.
6. Cash Bond
You must give the City Clerk a cash bond in the amount of \$200.
The bond can be released four months after sales stop if no claim has been made on the bond.

Rules:

You must vacate the property for six hours every day and remove everything from the property.
You can have one sign that is securely anchored and no more than 24 square feet in area.
All items offered for sale must be anchored and stored so they don't blow around.
You must display the license issued by the City so it can be seen from the street.

Denial or revocation of your license:

Your license can be denied or taken away if you violate City ordinances or give false information on the application.

You will be given notice that you are not being given a license or that the license is being taken away.

You will have the right to appeal the decision to the City Council.

A hearing will be held that will allow you to tell the City Council why you should be given the license.

How to get a license:

Applications are available from the City Clerk for Mobile Food Vendors.

Peddler's licenses are available at the Police Department in conjunction with Chapter 122.

126.08 SITUATIONS NOT REQUIRING A LICENSE:

1. A yard sale (twice a year).
2. Selling food from a push cart in allowed areas.
3. Selling raw fruits and vegetables.
4. Selling natural Christmas trees - during November and December.
5. Selling for a charitable organization for a limited time.
6. As part of a group with a street closure or special event.
7. Selling in a park with the permission of the Norwalk Parks Department.

126.09 INSURANCE. Every mobile vendor shall maintain liability insurance for operation of the mobile vendor vehicle, or the tow vehicle if the mobile vendor vehicle is a trailer, and provide proof of the following coverage in its application for a mobile vendor license and any time upon request by the city clerk:

1. An insurance policy or policies, or certificate of insurance, issued by an insurance company having an A.M. Best rating of no less than B+. The policy(ies) shall include commercial general liability insurance coverage and automobile liability insurance coverage, or the equivalent thereof, for the owner of the mobile vender vehicle and tow vehicle if applicable, and for the mobile vender business if different from the vehicle owner. The commercial general liability insurance shall include coverage for bodily injury, death and property damage with limits of liability of not less than \$1,000,000.00 per occurrence and aggregate combined single limit. The automobile liability insurance shall include coverage for bodily injury, death and property damage with limits of liability of not less than \$1,000,000.00 per occurrence, combined single limit.
2. The certificate of insurance referred to in this section shall provide that the insurance policy or policies have been endorsed to provide 30 days advance written notice of cancellation, 45 days advance written notice of non-renewal, and ten days advance written notice of cancellation due to nonpayment of premium, and that these written notices shall be provided by e-mail, facsimile, delivery or regular mail to the city clerk.
3. The cancellation or other termination of any required insurance policy shall automatically revoke and terminate the mobile vender license, unless another policy or policies, complying with this section, shall be provided and in effect at the time of such cancellation or termination. The city clerk shall immediately issue written notification of the revocation of the mobile vender license.

126.10 CASH BONDS. Except as provided in paragraph (2) below, no mobile vender license shall be issued until the applicant has delivered to the city clerk a cash bond for no less than \$200.00. The bond shall be held to indemnify and pay the city any penalties or costs incurred in the enforcement of any of the sections of this article and indemnify or reimburse any purchaser of food or beverages for any judgment which may be obtained by a purchaser for damages in any action commenced within three months from the date of purchase, due to misrepresentations as to the kind, quality or value of such food or beverages, whether the misrepresentations were made by the owner or by his or her agents or employees, either at the time of making the sale or through any advertisement of any character, printed or circulated, with reference to such food or beverages.

1. A single bond may be used for all licenses obtained by the same mobile vender.
2. The balance of the bond shall be released by the city clerk and returned to the applicant upon request by the applicant at any time more than four months after expiration of all mobile vender licenses for which the cash bond was provided, unless the city clerk has received notice of a pending action in the state or federal courts seeking a judgment upon a claim eligible for payment from the bond. Except as otherwise provided by court order, the city clerk shall not release any bond during the pendency of any such action.

126.11 LICENSE ISSUANCE. A mobile vender license shall be denied to any applicant who has operated a mobile vender business in material violation of any of the requirements of this article or any other chapter of this Code within the prior 180 days.

The city clerk or the city clerk's designee shall, upon satisfaction that the information provided in an application for a mobile vender license is true and correct and that the requirements of this article for issuance of the license have been satisfied, and upon payment of the cash bond required, issue the license.

The city clerk shall deny any application for the operation of a mobile vender business that does not conform with all applicable requirements of this article, the City Code, the Iowa Code and the Iowa Administrative Code.

In the event an application for a mobile vender license is denied, the city clerk or the city clerk's designee shall cause notice of such denial to be promptly communicated to the applicant or the applicant's representative by phone at the phone number provided in the application. Written notice shall also be sent to the applicant at the business address identified in the application informing the applicant of the denial, the reasons therefore, and the applicant's right to appeal the denial to an administrative hearing officer by filing a written notice of appeal with the city clerk within ten business days after the date of such notice.

If no appeal from the denial of a license is timely filed, or if the denial is not reversed upon final disposition of any appeal, the city clerk shall promptly refund the refundable portion of the application fee, as set in the schedule of fees adopted by the city council by resolution.

A mobile vender license shall be effective for one calendar year, or the portion thereof remaining after issuance of the license.

126.12 APPEAL OF DENIAL. The denial of an application for a mobile vender license may be appealed to the City Council.

126.13 TRANSFERABILITY OF LICENSE. Mobile vender licenses issued under this article are not transferable between individuals or businesses. A mobile vender may apply to transfer their mobile vender license to another mobile vender vehicle as follows:

1. The mobile vender shall file an amended application meeting the requirements for the new mobile vender vehicle and shall return the mobile vender license previously issued for the original mobile vender vehicle.
2. The mobile vender shall pay the transfer fee in the amount set forth in the schedule of fees adopted by the city council by resolution.
3. The city clerk or the city clerk's designee shall, upon satisfaction that the information provided in the amended application for a mobile vender license is true and correct, and that the requirements of this article for issuance of the amended license have been satisfied, issue the new license.

126.14 SUSPENSION OR REVOCATION OF LICENSE. Upon complaint or reasonable suspicion that a licensee or the licensee's employees or agents has furnished any false information required under this article or has violated or failed to comply with any of the requirements of this article or any other chapter of this Code, the city clerk or the city clerk's designee may cause the matter to be investigated. If the city clerk or the city clerk's designee finds that the licensee or the licensee's employees or agents has furnished any false information required under this article or has violated or failed to comply with any of the requirements of this article or any other chapter of this Code, the city clerk or the city clerk's designee may give notice to the licensee of the city's intent to suspend or revoke the license, or to deny its renewal. Notice of the city's intent to suspend, revoke, or deny the renewal of a license and a brief summary of the factual basis for such remedial action shall be served upon the licensee. Such notice shall inform the licensee of the time, date and place of a meeting where the licensee may meet with the city clerk or the city clerk's designee for the purpose of presenting additional information regarding the intended remedial action and the factual basis therefore, and that a final decision on appropriate remedial action

will made after the schedule time for such meeting. Such notice shall be served upon the licensee by personal service or by service upon a cashier for the business at a licensed premises, or by regular mail addressed to the licensee at the licensee's business address as shown on the application a minimum of five business days prior to the date set for the meeting.

If, after the scheduled meeting and after consideration of all the available information including any information provided at the meeting by the licensee, the city clerk or the city clerk's designee makes a finding based on substantial evidence that a violation of this article or another chapter of this Code did in fact take place as alleged, the city clerk or the city clerk's designee may suspend or revoke the license or deny its renewal; the determination of whether to so suspend or revoke the license or deny its renewal shall be in the discretion of the city clerk or the city clerk's designee and shall be dependent upon the circumstances surrounding the violation and its severity. The decision to suspend, revoke or deny renewal of a license shall be in writing and shall identify the basis for such action. The decision shall be promptly served in the same manner as required for the service of the notice required under subsection (b), and shall not be effective until ten days after so served. The decision shall also give notice that it may be appealed to an administrative hearing officer by filing a notice of appeal with the city clerk within ten business days of the date of the decision.

The decision of the city clerk or the city clerk's designee to suspend, revoke or deny renewal of a license pursuant to this section may be appealed pursuant to the City Council.

A licensee whose license has been revoked or denied for renewal shall not be eligible for another such license for a period of 180 days after such revocation or denial of renewal.

126.14 GENERAL REGULATIONS.

Hours of operation. On Friday and Saturday nights, or on a night preceding a Holiday in which City Hall is not open for business, Between 1:30 a.m. and 5:30 a.m., no mobile vender vehicle shall be open for business, and no mobile vender shall be parked within a mobile vender zone. All other nights, between 8:30 p.m. and 5:30 a.m., no mobile vender vehicle shall be open for business, and no mobile vender shall be parked within a mobile vender zone.

Allowed locations.

1. No mobile vender shall conduct any sale from a mobile vender vehicle which is not lawfully parked in a commercial or industrial zoning district.
2. No mobile vender shall conduct any sale from a parking space which is designated as a handicap parking space with a blue meter, or designated as a 30 minute parking space with a green meter, or designated as restricted for residential permit parking only.
3. No mobile vender shall conduct any sale from a mobile vender vehicle located within 100 feet of any public entrance into the waiting or service area of any street level restaurant then open for business.
4. During the time that any part of a street is closed for an event for which a street use permit has been issued, and except as allowed within the event area by the party holding the street use permit, no mobile vender shall conduct any sale within the affected blocks or within two blocks of the affected blocks. For purposes of this section:
 - a. A "block" is the entire right-of-way of a public street extending from the centerline of an intersecting street to the centerline of the next intersecting street; and,

- b. The "affected blocks" are any blocks containing any portion of the street closure for which the street use event has been issued.

Mobile vender vehicle.

1. Any motorized vehicle used as a mobile vender vehicle shall be no larger than 25 feet long, 10½ feet tall and eight and one-half feet wide. Any trailer used as a mobile vender vehicle together with the tow vehicle shall be no larger than 35 feet long, 10½ feet tall and eight and one-half feet wide.
2. Except for the storage and preparation of food and beverages at a separate kitchen or commissary kitchen, all storage and preparation of food and beverages offered for sale by a mobile vender shall occur within a fully enclosed space within the mobile vender vehicle.
3. A trailer used as a mobile vender vehicle must remain attached to the tow vehicle at all times while parked in a mobile vender zone.

Display of license. The license required by this article and a valid sales tax permit for such business shall be displayed within the mobile vender vehicle a manner such that it is readily visible to all persons seeking to conduct business with the mobile vender.

Sale of merchandise. No mobile vender shall offer any merchandise or wares for sale other than food and beverages for immediate consumption.

Food safety. Any mobile vender who offers food or beverages for sale, other than prepackaged items that do not require hot or cold handling procedures, shall be subject to the following additional requirements:

1. A valid mobile food unit license for the mobile vender vehicle shall be displayed within the mobile vender vehicle in a location that is readily visible to all customers.
2. Any such mobile vender who is not a certified food protection manager shall employ at least one certified food protection manager; shall maintain a copy of their certification(s) as a certified food protection manager in the mobile vending vehicle; and shall produce the certification documents for inspection upon request by any police officer or community development department inspector.
3. No mobile vender shall operate the business in a manner that violates any applicable food and sanitation laws.

Noise. No mobile vender shall operate the business in a manner that violates the DISORDERLY CONDUCT section of the City of Norwalk set forth in article 40.03 of the City's Code. No person shall offer for sale or sell anything from a mobile vending vehicle by shouting or raised voice.

Use of street and sidewalk. No mobile vender shall place any tables, chairs, furniture, equipment, signage or other material on the ground, streets or sidewalks without permission of the City Council. No mobile vender shall place any food, materials or equipment on the ground or on tables, chairs, or shelves that are not incorporated into the mobile vending vehicle.

Trash receptacles. A mobile vender shall provide one or more trash receptacles readily accessible to its customers either in or attached to the mobile vender vehicle. All such trash receptacles and all accumulations of trash and litter shall be removed from the site by the mobile vender before departing.

All sales from sidewalk side. No mobile food vender shall conduct any sales from outside the mobile vender vehicle. All sales activities and the transfer of food and beverages to the customer shall occur only on the sidewalk side of the mobile vender vehicle. No mobile vender shall sell to any person situated in a motor vehicle. However, nothing in this paragraph shall be interpreted to prohibit such reasonable accommodation as may be needed to serve a customer with a disability

Grease disposal. All fat, oil and grease generated in the operation of a mobile vender business shall be disposed of at the business or facility identified in the mobile vender's application for a license. Any change in the businesses or facilities used for the disposal of such fat, oil and grease shall be reported to the city clerk in writing by the mobile vender within three business days of the first use of a the new business or facility.

126.16 MUNICIPAL INFRACTIONS AND PENALTIES. Any person who violates this article shall be guilty of a municipal infraction punishable pursuant to Municipal Code. Any person who violates a section of this article after having previously been found guilty of violating the same section of this article shall be guilty of a repeat offense.

REPEALER. Any ordinance or parts of ordinances in conflict with this ordinance are hereby repealed.

SEVERABILITY CLAUSE. In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa on the ____ day of _____, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____, 2015.

Jodi Eddleman, City Clerk



Mobile Food Vendors and Peddlers License Information

- Everyone who wishes to sell food, beverages or merchandise in the City from a vehicle, trailer, tent or temporary structure must have a Mobile Food Vendor or Peddlers license.
- This publication will explain the new regulations:
 1. What you need to apply for a license
 2. The requirements you need to meet
 3. Site plan requirements
 4. How to set up on the property
 5. Restrictions on operation
 6. What to do if you are not allowed to get a license

City staff is available to answer questions as you go through the application process.

Site requirements

- You will need to provide a detailed scale drawing of the property you will set up on.
- You must locate on a paved surface
- You must be able to provide three parking spaces—you cannot take away required parking from another business
- You cannot locate in the area by the street designated as set back areas
- You cannot locate in drive approaches or fire lanes
- The sales area must not exceed 1000 sq feet in total area and must not be longer than 50 feet on any side
- The sales area must be designated on the site plan and must be set up in the same location every day
- You must provide a restroom within 500 feet of your sales area for people who are working
- If you sell food you must provide a restroom within 500 feet for customers

The location must be in an area zoned for commercial or industrial use— you cannot be on a property with a house

Staff can assist with the site plan. Site plans will be reviewed to make sure the location and set up meets zoning requirements before your license will be issued.

Types of licenses:

Three-day license

The cost for the license is \$50. A property cannot be used for a three day license unless there is a break of 10 days between permitted uses.

Thirty-day license

The cost for the license is \$100 if you are not selling food.

The cost for the license is \$150 if you are selling food.

You may renew the license for the same period of time.

Once a week license

The cost for the license is \$100 if you are not selling food.

The cost for the license is \$150 if you are selling food.

Twice a week license

The cost for the license is \$200 if you are not selling food.

The cost for the license is \$250 if you are selling food.

Annual license

The cost for the license is \$500 if you are not selling food.

The cost for the license is \$600 if you are selling food.

Cash Bond

You must give the City Clerk a cash bond in the amount of \$200.

The bond can be released four months after sales stop if no claim has been made on the bond.

Rules

You must vacate the property for six hours every day and remove **everything** from the property.

You can have one sign that is securely anchored and no more than 24 square feet in area.

All items offered for sale must be anchored and stored so they don't blow around.

You must display the license issued by the City so it can be seen from the street.

Denial or revocation of your license

Your license can be denied or taken away if you violate City ordinances or give false information on the application.

You will be given notice that you are not being given a license or that the license is being taken away.

You will have the right to appeal the decision to the City Council.

A hearing will be held that will allow you to tell the City Council why you should be given the license

How to get a license

Applications are available from the City Clerk

You must apply at least three business days in advance of the license being issued

You will need to provide:

Your name, age, address and phone number

The name and address of the business

Address where the sales will take place

A description of what is being sold

The date the sales will start and the hours that sales will take place—designate six hours that the site will be vacated

A description of the vehicle or other display being used

A location of other cities you have done business in the last year

What to bring with you

A copy of your Iowa sales tax license

A copy of your food establishment license—if you are selling food

An explanation of where a restroom is located for use by you or your employees— if you are selling food you will need a restroom within 500 feet available for customers

A copy of the agreement you have with the property owner to locate on the property

A sketch of the property showing location of the sale area and required parking spots

If the location of the sale is within 1000 feet of a street closure event you must get permission from the event holder to sell your product

You don't need a license if you

Are having a yard sale (twice a year)

Are selling food from a push cart in allowed areas

Are selling raw fruits and vegetables

Are selling natural Christmas trees - during November and December

Are selling for a charitable organization for a limited time

Are part of a group with a street closure or special event

Are selling in a park with the permission of the Norwalk Parks Department

Resources and Contacts**City Clerk's Office**

Norwalk City Hall

705 North Ave

Norwalk, IA 50211

Phone: 515-981-0228

FAX: 515-981-0933

Monday - Friday*

8:00 a.m. to 4:30 p.m.

*City Hall is closed in observance of New Year's Day, Memorial Day, July 4, Labor Day, Thanksgiving Day and the day after Thanksgiving, Christmas Eve Day, and Christmas Day.

They will process the application and issue the Mobile Food Vendor or Peddlers license

Planning and Economic Development Department

They will assist with site plans, review site plans and handle enforcement of violations

Norwalk Police Department

They will assist with enforcement

State of Iowa—food license

515/281-6538



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 10
For Meeting of 6.04.2015

ITEM TITLE: Consideration of the first, of three, readings of proposed ordinance amending Chapter 160 Residential Code, of the Code of Ordinances for the City of Norwalk, Iowa, by adopting the 2012 International Residential Code with amendments

CONTACT PERSON: Dustin Huston, Fire Chief

SUMMARY EXPLANATION:

This ordinance is intended to clarify what counts in the square footage when calculating totals to be included for determining whether or not a residential structure is required to have sprinklers.

____Resolution X Ordinance ____ Contract ____ Other (Specify)____

Funding Source:____NA____

APPROVED FOR SUBMITTAL _____

A handwritten signature in black ink, appearing to read 'Paula J. ...', is written over the line for the City Manager's approval.

City Manager

STAFF COMMENT:

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 160 RESIDENTIAL CODE, OF THE CODE OF ORDINANCES FOR THE CITY OF NORWALK, IOWA.

BE IT ENACTED by the City Council of the City of Norwalk, Iowa.

SECTION 1. SECTION AMENDED. The following section of Chapter 160.02, Section 24, R313.1 of the International Residential Code, 2012 Edition (hereinafter known as the IRC) is amended to read as follows. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

24. Section R313.1 Automatic Fire Sprinkler Systems, of the International Residential Code, 2012 Edition, shall be amended by deleting said subsection and inserting the following in lieu thereof. Exceptions remain unchanged.

Section R313.1 Townhouse Automatic Fire Sprinkler Systems. An automatic residential fire sprinkler system shall be installed in townhouses containing more than 8,000 square feet in gross floor area. The building shall comply with all requirements for an approved fire sprinkler system in accordance with NFPA 13, 3R or 13D whichever is applicable.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa on the _____ day of _____, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 20 ____.

Jodi Eddleman, City Clerk

BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

RESOLUTION NO. _____

RESOLUTION ADOPTING A CHANGE ORDER POLICY

WHEREAS, on larger capital projects the potential exists where approval of change orders may be necessary to continue the construction progress; and

WHEREAS, under such conditions where progress may be hindered while waiting for City Council approval, administrative approval of such a change order no greater than \$20,000 would be permissible; and

WHEREAS, the process would involve a recommendation by the Project Engineer followed by a recommendation by the Public Works Director, with final approval by the Finance Director and ratification by the Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that approval is given for staff to approve time sensitive change orders under the amount of \$20,000 when absolutely necessary and this change order policy be adopted.

PASSED AND APPROVED, this 4th day of June, 2015.

Tom Phillips, Mayor Pro Tem

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 12
For Meeting of 6.04.2015


ITEM TITLE: Consideration of proposed resolution adopting National Interoperability Channels as set forth by Polk County Joint E911 Service Board and appointing representatives to the Board

CONTACT PERSON: Dustin Huston, Fire Chief
Marketa George Oliver, City Manager

SUMMARY EXPLANATION

Polk County E911 requires annual appointments of primary and secondary E911 Board Members. This will remain the same as previous years; Fire Chief Dustin Huston will be primary and Police Chief Greg Staples will be secondary (alternate).

Polk County is also seeking agreement from all participating agencies in the adoption of the National Interoperability Channels. These are radio channels that each agency will be required to have in order to ensure interoperability in the event of a major disaster. Norwalk Fire, Police and Public Works already have access to these channels so this is a formality of documentation.

<input checked="checked" type="checkbox"/> Resolution _____ Ordinance ____ Contract _____ Other (Specify) _____
Funding Source _____
APPROVED FOR SUBMITTAL  _____ City Manager

STAFF RECOMMENDATION: Approval of the Resolution on a roll call vote

Resolution No. _____

**Resolution Adopting National Interoperability Channels as set forth by Polk County
Joint E911 Service Board and Appointing Representatives to the Board**

WHEREAS, pursuant to Iowa Code §34A there is established in each county a Joint 911 Service Board to provide enhanced 911 emergency telephone communication systems and other emergency 911 notification devices to further the public interest and protect the health, safety, and welfare of the people of Polk County, Iowa.

WHEREAS, the E911 Service Board shall be a joint undertaking of Polk County and each of the political subdivisions having a public safety agency serving territory within the county E911 service area.

WHEREAS, the Iowa Administrative Code Section 605, Chapter 10 states that under the E911 Service Board, 'All PSAPs will maintain interagency communications capabilities for emergency coordination purposes, to include radio as well as landline direct or dial line.'

WHEREAS, the E911 Service Board desires to comply with the use of the national interoperability channels and to augment its communication efforts by formally adopting the National Interoperability Channels (Metro Interoperability Communications System) as noted in the Iowa Statewide Communications Systems Board statewide minimum interoperability channel plan as an official interoperability solution; and

WHEREAS, the E911 Service Board desires to comply with the use of the national interoperability channels and to augment its communication efforts by formally adopting the National Interoperability Channels (Metro Interoperability Communications System) as an official interoperability solution; and

WHEREAS, adoption by the governing body the City of Norwalk demonstrates the jurisdictions' commitment to using the appropriate National Interoperability Channels (Metro Interoperability Communications System) during a multi-agency response.

WHEREAS, adoption of this resolution legitimizes this communication method and authorizes responsible agencies to carry out their part of the agreement;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Norwalk, Iowa adopts the National Interoperability Channels (Metro Interoperability Communication System) as an official method of communication during a multi-agency response; and

BE IT FURTHER RESOLVED, that the Fire Chief is appointed as the Polk County E911 Service Board primary representative and the Police Chief as the secondary representative.

BE IT FINALLY RESOLVED, the City Clerk of the City of Norwalk will submit this Adoption Resolution to the Polk County E911 Service Board to enable this resolution's approval.

PASSED AND APPROVED, this 4th day of June, 2015

Tom Phillips, Mayor Pro Tem

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 13
For Meeting of 6.04.2015

ITEM TITLE: Second, of three, readings of proposed ordinance amending the Dobson Planned Unit Development.

CONTACT PERSON: Luke Parris, City Planner

SUMMARY EXPLANATION:

Kelly Cortum, Inc. is proposing an amendment to the Dobson Planned Unit Development (PUD) to change the permitted Land Use in Parcel D from C-2 and C-3 to R-1(60) and C-2. A public hearing was held on May 7, 2015 and Council passed the first reading at the May 21, 2015 meeting.

The current Dobson PUD includes the following tables and description of Parcel D:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 and C-3 Commercial	N/A	14.4		

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20 total (0' side yard for complex	0' (if backing to another commercial parcel)	50'

"Parcel D. Access points into the site from both Wright Road and Highway 28 shall meet the more restrictive standards of either the City of Norwalk or Iowa Department of Transportation. Common access easements shall be shown on all subsequent plats or lots and proposed development plans. Uses for the northeastern portion of this parcel (near Elm Street) are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. Access through the site and from Elm Street into this portion of the parcel shall be resolved at time of site plan review and may need to be located far enough east along Elm to discourage commercial traffic from entering and traversing Parcel A and other adjoining residential areas."

The proposed amendment would change the tables and descriptions to read:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 Commercial	N/A	3.0		
Parcel E	R-1 (60)	4 DU/Acre	11.4	35	3.1

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20' total (0' side yard for complex)	35'	50'
Parcel E	7,500	60'	30'	15' total (min. 7' one side)	35'	35'

"Parcel D. Uses in this parcel are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. The parcel is for light intensity Commercial uses described in the C-2 zoning district. A public street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2. Proximity to adjacent single family residential uses will require appropriate buffers. Any part of Parcel D that is adjacent to a single family lot shall be required to have a 30' landscaped buffer that meets the requirements of Chapter 17.50 of the City of Norwalk Zoning Ordinance. All setbacks shall be measured from the landscaped buffer, if required. Access to Parcel D from a public street to the west shall align with the access for Outlot Y of Arbor Glynn Plat 2.

Allowed Uses: All permitted principal and accessory uses and special uses as provided in the City Code for the C-2 district except the following:

- i. Bars and Night Clubs, including after-hour businesses
- ii. Convenience Stores, Gas Stations and Service Stations
- iii. Delayed Deposit Service Businesses
- iv. Liquor Stores
- v. Pawnshops
- vi. Smoking Lounges and Dens
- vii. Tobacco Stores

"Parcel E. Access off of Wright Road will not be required due to geographic concerns. Access into the parcel from Iowa Highway 28 shall meet the standards Iowa Department of Transportation. A public street shall provide access to north to Elm Avenue."

____ Resolution X Ordinance ____ Contract ____ Other (Specify) _____

Funding Source: _____ NA _____

APPROVED FOR SUBMITTAL _____
City Manager

STAFF COMMENT:

The current zoning of the site is at odds with the future land use identified in Norwalk Comprehensive Plan. The Comprehensive Plan calls for the area to be medium density residential, which calls for typical uses of single-family homes on smaller lots. The residential component of the requested amendment meets the intent of the Comprehensive Plan.

Retaining a C-2 parcel, while not identified in the Comprehensive Plan, would preserve scarce commercial ground currently within the City. Additionally, retaining the C-2 parcel allows for the public street connection to Elm Avenue that is required to preserve access to the Arbor Glynn Plat 2 development and to ensure proper circulation of traffic into and out of the proposed R-1(60) parcel.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission recommends approval of the zoning amendment request.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MASTER PLAN AND RULES, REGULATIONS AND
GUIDELINES FOR THE DOBSON PLANNED UNIT DEVELOPMENT AS CONTAINED IN
ORDINANCE NO. 04-08**

BE IT ENACTED by the City Council of the City of Norwalk, Iowa.

SECTION 1. PURPOSE. The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Dobson Planned Unit Development as contained in Ordinance No. 04-08.

SECTION 2. AMENDMENT. The Dobson Planned Unit Development is hereby amended with the following:

Include the amended Dobson Planned Unit Development map attached as Exhibit "A".

Section 5: Land Use Design Criteria:

Amend the land use and density schedule for Parcel D and add Parcel E, as shown below:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 Commercial	N/A	3.0		
Parcel E	R-1(60)	4 DU/Acre	11.4	35	3.1

Amend the bulk regulations for Parcel D and add Parcel E, as shown below:

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20' total (0' side yard for complex)	35'	50'
Parcel E	7,500	60'	30'	15' total (min. 7' one side)	35'	35'

Under "Specific Information Not In Tables" remove Parcel D and replace with the following:

"Parcel D. Uses in this parcel are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. The parcel is for light intensity Commercial uses described in the C-2 zoning district. A public

street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2. Proximity to adjacent single family residential uses will require appropriate buffers. Any part of Parcel D that is adjacent to a single family lot shall be required to have a 30' landscaped buffer that meets the requirements of Chapter 17.50 of the City of Norwalk Zoning Ordinance. All setbacks shall be measured from the landscaped buffer, if required. Access to Parcel D from a public street to the west shall align with the access for Outlot Y of Arbor Glynn Plat 2.

Allowed Uses: All permitted principal and accessory uses and special uses as provided in the City Code for the C-2 district except the following:

- i. Bars and Night Clubs, including after-hour businesses
- ii. Convenience Stores, Gas Stations and Service Stations
- iii. Delayed Deposit Service Businesses
- iv. Liquor Stores
- v. Pawnshops
- vi. Smoking Lounges and Dens
- vii. Tobacco Stores

Under "Specific Information Not In Tables" add the following:

"Parcel E. Access off of Wright Road will not be required due to geographic concerns. Access into the parcel from Iowa Highway 28 shall meet the standards Iowa Department of Transportation. A public street shall provide access to north to Elm Avenue."

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa on the ____ day of June, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

First Reading: May 21, 2015

Second Reading: June 4, 2015

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 15-05 on the ____ day of June, 2015.

Jodi Eddleman, City Clerk